

COUNTY COUNCIL – 9 FEBRUARY 2021

Item 5 – Report of the Cabinet – Reconciling Policy, Performance and Resources

Equality Impact Assessments

Equality Impact Assessment – Cycling and walking infrastructure plan

Equality Impact Assessment – Early Help

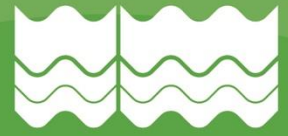
Equality Impact Assessment – House adaptations for disabled children and carers homes

Equality Impact Assessment – Housing adaptations

Equality Impact Assessment – Keep opening hours

Equality Impact Assessment – Schools basic need capital programme

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Appendix 3

Equality Impact Assessment

East Sussex LCWIP



Equality Impact Assessment

Strategy or Policy Template

Name of the strategy or policy
Local Cycling & Walking Infrastructure Plan

File ref:		Issue No:	1
Date of Issue:	April 2020	Review date:	April 2021

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Part 1 The Public Sector Equality Duty and Equality Impact Assessments (EIA)

1.1 The Council must have due regard to its Public Sector Equality Duty when making all decisions at member and officer level. An EIA is the best method by which the Council can determine the impact of a proposal on equalities, particularly for major decisions. However, the level of analysis should be proportionate to the relevance of the duty to the service or decision.

1.2 **This is one of two forms that the County Council uses for Equality Impact Assessments, both of which are available on the intranet. This form is designed for any proposal, strategy or policy. The other form looks at services or projects.**

1.3 The Public Sector Equality Duty (PSED)

The public sector duty is set out at Section 149 of the Equality Act 2010. It requires the Council, when exercising its functions, to have “due regard” to the need to

- Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited under the Act.
- Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it. (see below for “protected characteristics”

These are sometimes called equality aims.

1.4 A “protected characteristic” is defined in the Act as:

- age;
- disability;
- gender reassignment;
- pregnancy and maternity;
- race (including ethnic or national origins, colour or nationality)
- religion or belief;
- sex;
- sexual orientation.

Marriage and civil partnership are also a protected characteristic for the purposes of the duty to eliminate discrimination.

The previous public sector equalities duties only covered race, disability and gender.

1.5 East Sussex County Council also considers the following additional groups/factors when carry out analysis:

- Carers – A carer spends a significant proportion of their life providing unpaid support to family or potentially friends. This could be caring for a relative, partner or friend who is ill, frail, disabled or has mental health or substance misuse problems. [Carers at the Heart of 21st Century Families and Communities, 2008]
- Literacy/Numeracy Skills

- Part time workers
- Rurality

1.6 Advancing equality (the second of the equality aims) involves:

- Removing or minimising disadvantages suffered by people due to their protected characteristic
- Taking steps to meet the needs of people from protected groups where these are different from the needs of other people including steps to take account of disabled people's disabilities
- Encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low

NB Please note that, for disabled persons, the Council must have regard to the possible need for steps that amount to positive discrimination, to "level the playing field" with non-disabled persons, e.g. in accessing services through dedicated car parking spaces.

1.6 Guidance on Compliance with The Public Sector Equality Duty (PSED) for officers and decision makers:

1.6.1 To comply with the duty, the Council must have "due regard" to the three equality aims set out above. This means the PSED must be considered as a factor to consider alongside other relevant factors such as budgetary, economic and practical factors.

1.6.2 What regard is "due" in any given case will depend on the circumstances. A proposal which, if implemented, would have particularly negative or widespread effects on (say) women, or the elderly, or people of a particular ethnic group would require officers and members to give considerable regard to the equalities aims. A proposal which had limited differential or discriminatory effect will probably require less regard.

1.6.3 Some key points to note :

- The duty is regarded by the Courts as being very important.
- Officers and members must be aware of the duty and give it conscious consideration: e.g. by considering open-mindedly the EIA and its findings when making a decision. When members are taking a decision, this duty can't be delegated by the members, e.g. to an officer.
- EIAs must be evidence based.
- There must be an assessment of the practical impact of decisions on equalities, measures to avoid or mitigate negative impact and their effectiveness.
- There must be compliance with the duty when proposals are being formulated by officers and by members in taking decisions: the Council can't rely on an EIA produced after the decision is made.
- The duty is ongoing: EIA's should be developed over time and there should be evidence of monitoring impact after the decision.
- The duty is not, however, to achieve the three equality aims but to consider them – the duty does not stop tough decisions sometimes being made.

- The decision maker may take into account other countervailing (i.e. opposing) factors that may objectively justify taking a decision which has negative impact on equalities (for instance, cost factors)

1.6.4 In addition to the Act, the Council is required to comply with any statutory Code of Practice issued by the Equality and Human Rights Commission. New Codes of Practice under the new Act have yet to be published. However, Codes of Practice issued under the previous legislation remain relevant and the Equality and Human Rights Commission has also published guidance on the new public sector equality duty.

Part 2 – Aims and implementation of the proposal, strategy or policy

2.1 What is being assessed?

a) Proposal or name of the strategy or policy.

Local Cycling & Walking Infrastructure Plan

b) What is the main purpose or aims of proposal, strategy or policy?

ESCC LCWIP sets out a comprehensive network of cycling and walking routes and complementary measures across the County, with a focus on the areas where there is the greatest opportunities to increase levels of cycling and walking. These routes and measures have been assessed against key policy areas related to the economy, social and environmental factors, and a prioritised programme of measures has been developed.

c) Manager(s) and section or service responsible for completing the assessment

Andrew Keer Transport Planning Manager & Lisa Simmonds Principal Transport Planner – Strategic Economic Infrastructure Team, Economy Division

2.2 Who is affected by the proposal, strategy or policy? Who is it intended to benefit and how?

The plan will benefit the people residing within the target geographies identified within the plan, alongside people visiting these areas.

2.3 How is, or will, the proposal, strategy or policy be put into practice and who is, or will be, responsible for it?

The plan will be used to inform future bids for funding by ESCC and other key partners, to help support future investment in both transport infrastructure and initiatives to support greater cycling and walking in the County.

2.4 Are there any partners involved? E.g. NHS Trust, voluntary/community organisations, the private sector? If yes, how are partners involved?

District & Borough Councils/South Downs National Park Authority

The key partners include the district and borough councils of Lewes-Eastbourne, Wealden, Hastings, Rother and the South Downs National Park Authority. The networks and measures identified in the plan are reflected in the authority local plans, which will support the securing of funding through development focussed on housing and employment and other funding sources, particularly through the development of partnership bids.

Voluntary Sector/Charities/Workplaces/Education

These partners will help deliver and inform future packages of work in relation to travel behaviour change programmes.

2.5 Is this project or procedure affected by legislation, legislative change, service review or strategic planning activity?

No, but certain elements may be subject to changes if guidance from government in relation to transport scheme design is issued during the lifetime of the plan. The East Sussex LCWIP acknowledges that the plan will be reviewed and updated accordingly.

Part 3 – Methodology, consultation, data and research used to determine impact on protected characteristics.

3.1 List all examples of quantitative and qualitative data or any consultation information available that will enable the impact assessment to be undertaken.

Types of evidence identified as relevant have X marked against them			
	Employee Monitoring Data		Staff Surveys
	Service User Data		Contract/Supplier Monitoring Data
<input checked="" type="checkbox"/>	Recent Local Consultations	<input checked="" type="checkbox"/>	Data from other agencies, e.g. Police, Health, Fire and Rescue Services, third sector
	Complaints		Risk Assessments
	Service User Surveys	<input checked="" type="checkbox"/>	Research Findings
<input checked="" type="checkbox"/>	Census Data	<input checked="" type="checkbox"/>	East Sussex Demographics
	Previous Equality Impact Assessments	<input checked="" type="checkbox"/>	National Reports
	Other organisations Equality Impact Assessments		Any other evidence?

3.1.1 Evidence of complaints against the strategy or policy on grounds of discrimination.

N/A

3.3 If you carried out any consultation or research on the strategy or policy explain what consultation has been carried out.

Research has been undertaken by ESCC Research & Information Team to establish what national, sub – regional and local data in relation to the economy, environment and social sectors can be provided, to ensure that there is a strong evidence base for the LCWIP. This has been supplemented by research papers to support the delivery of cycling and walking infrastructure projects and initiatives.

3.4 What does the consultation, research and/or data indicate about the positive or negative impact of the strategy or policy?

The research indicates that the plan has the opportunity to have a positive impact, but there are a number of key areas which the plan should consider:-

- Considerable opportunities to increase levels cycling and walking across the key coastal growth areas within East Sussex.
- National research indicates that barriers to cycling and walking exist across different groups in society, namely young people, women, Black, Asian, Minority Ethnic (BAME) communities, older people and people with physical and hidden disabilities.
- Research and engagement with local stakeholders has highlighted the importance of ensuring that the plan is inclusive, i.e. considers the needs of those with both physical and hidden disabilities.

Part 4 – Assessment of impact

4.1 Age: Testing of disproportionate, negative, neutral or positive impact.

a) How is this protected characteristic reflected in the County /District/Borough?

The population of the County according to age is as outlined below:-

LTP areas (2017 data only)	Age 0-4	Age 5-10	Age 11-15	Age 16-17	Age 18-24	Age 25-29	Age 30-44	Age 45-64	Age 65-74	Age 75-84	Age 85+
Eastbourne and South Wealden	5.4%	6.7%	5.1%	2.1%	7.3%	5.0%	16.5%	26.2%	13.1%	8.3%	4.3%
Bexhill and Hastings	5.4%	6.7%	4.9%	2.1%	7.4%	5.8%	16.1%	27.2%	13.1%	7.5%	4.0%
Lewes and South Downs	4.0%	6.9%	6.0%	2.3%	6.0%	4.2%	15.8%	29.7%	13.2%	8.1%	3.6%
Newhaven, Peacehaven, Seaford	5.1%	6.7%	5.0%	2.1%	6.4%	5.1%	15.9%	27.0%	13.8%	8.5%	4.4%
North Wealden and North Lewes	4.4%	6.9%	6.0%	2.3%	6.4%	4.3%	14.9%	30.5%	13.5%	7.3%	3.4%
Rural Rother	4.1%	6.5%	5.4%	2.2%	6.1%	3.9%	12.6%	30.4%	16.3%	8.8%	3.6%

Source: Mid-year estimate data - 2017 for LTP areas

b) How is this protected characteristic reflected in the population of those impacted by the proposal, strategy or policy?

Eastbourne & South Wealden, Bexhill & Hastings and Newhaven, Peacehaven and Seaford has the largest proportion of children aged 0-4 years.

Lewes & South Downs and North Wealden and North Lewes has the largest proportion of children aged between 5-10 years and 16-17 years.

Eastbourne & South Wealden and Bexhill & Hastings has the largest proportion of young adults aged between 18 – 24.

Eastbourne & South Wealden, Bexhill & Hastings, Newhaven, Peacehaven, Seaford and Lewes & South Downs have the largest proportion of people aged 30-44 years.

Lewes & South Downs, North Wealden and North Lewes & Rural Rother has the highest proportion of people aged 45-64 years.

Rural Rother has the largest proportion of people aged 65 – 74 years and 75 - 84 years.

c) Will people with the protected characteristic be more affected by the proposal, policy or strategy than those in the general population who do not share that protected characteristic?

No, they will not be more affected, because the evidence base of the plan highlights the needs of certain sectors of the population and age, and these will be considered as part of infrastructure and initiative design.

d) What is the proposal, strategy or policy's impact on different ages/age groups?

The plan is people focussed; therefore infrastructure and future design of schemes will consider the needs of local populations.

e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?

EQIA's will be undertaken at an early stage of scheme design.

f) Provide details of the mitigation.

An action is included in Stage 6, which outlines that a review will undertaken on how EQIA's should be undertaken as part of scheme design, and whether the extent of a scheme should determine the detail which is attributed to this.

g) How will any mitigation measures be monitored?

This will be monitored through the LCWIP monitoring framework.

4.2 Disability: Testing of disproportionate, negative, neutral or positive impact.

a) How is this protected characteristic reflected in the County/District/Borough?

District/Borough	Overall disability	Higher severity disability	Lower severity disability	Locomotor disability	Personal care disability	Hearing disability	Sight disability
Eastbourne	20,053	6,344	13,708	15,212	7,914	5,675	2,917
Hastings	18,030	5,574	12,455	13,598	7,094	5,042	2,391
Lewes	18,402	5,769	12,633	13,885	7,220	5,160	2,735
Rother	19,595	6,134	13,462	14,865	7,647	5,458	2,703
Wealden	26,686	8,259	18,428	19,896	10,387	7,405	3,919

Source: Disability projections - Dwelling led 2020 - All people (aged 10+) ESCC

b) How is this protected characteristic reflected in the population of those impacted by the proposal, strategy or policy?

It is projected that there will be a higher proportion of people with overall disability within Wealden followed by Eastbourne.

c) Will people with the protected characteristic be more affected by the proposal, policy or strategy than those in the general population who do not share that protected characteristic?

The plan is underpinned by the need to ensure that scheme design and delivery is inclusive and considers the needs of all users, but with an emphasis on those with physical and hidden disabilities.

d) What is the proposal, strategy or policy's impact on people who have a disability?

The plan will have a positive impact on people with disability because inclusive design is an integral element of the LCWIP. Therefore subject to the securing of funding and the delivery of future infrastructure and initiatives there are opportunities to improve access to key services across the County.

The LCWIP also includes specific policies, which through close working with representatives of access groups in the County, have been developed, and most notably in relation to a policy to support the delivery of dropped kerbs. It also refers to other policy areas which will be included (i.e. implementing shared space schemes and enforcing pavement parking), once national guidance is published.

e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?

The critical action that will be undertaken through the delivery of the plan will be through consultation with access groups and other key stakeholders at key points in the design process or future travel initiative design.

EQIA's will be undertaken at an early stage of scheme design.

f) Provide details of any mitigation.

ESCC will raise awareness of inclusive design with East Sussex Highways.

An action is included in Stage 6, which outlines that a review will be undertaken on how EQIA's should be undertaken as part of scheme design, and whether the extent of a scheme should determine the detail which is attributed to this

g) How will any mitigation measures be monitored?

This will be monitored through the LCWIP monitoring framework.

4.3 Ethnicity: Testing of disproportionate, negative, neutral or positive impact.

- Nationality e.g. being a British, Australian or Swiss citizen
- Ethnic or national origins e.g. being from a Roma background or of Chinese Heritage

a) How is this protected characteristic reflected in the County/District/Borough?

					Other White groups						
	All usual residents	All White	White British	All White other	White: Irish	White: Gypsy or Irish Traveller	White: Other White	Mixed/multiple ethnic groups	Asian/Asian British	Black/African / Caribbean/ Black British	Other ethnic group
LTP areas (2017 data only)											
Eastbourne and South Wealden	100.0%	95.3%	90.0%	5.3%	0.9%	0.2%	4.3%	1.5%	2.2%	0.6%	0.4%
Bexhill and Hastings	100.0%	94.6%	90.7%	3.9%	0.8%	0.2%	3.0%	1.9%	2.1%	0.9%	0.5%
Lewes and South Downs	100.0%	96.3%	91.5%	4.9%	0.8%	0.3%	3.8%	1.7%	1.4%	0.4%	0.2%
Newhaven, Peacehaven, Seaford	100.0%	96.5%	92.8%	3.7%	0.8%	0.0%	2.9%	1.2%	1.6%	0.5%	0.3%
North Wealden and North Lewes	100.0%	97.5%	93.4%	4.1%	0.7%	0.2%	3.3%	1.0%	1.1%	0.2%	0.2%
Rural Rother	100.0%	97.8%	94.7%	3.1%	0.5%	0.2%	2.4%	1.0%	0.9%	0.2%	0.1%

Source: 2011 Census

b) How is this protected characteristic reflected in the population of those impacted by the proposal, strategy or policy?

The population of those which will be impacted upon, particularly within the main urban centres in the County, are classified as white, alongside the slightly higher percentage of Asian/Asian British and mixed/multiple ethnic groups.

c) Will people with the protected characteristic be more affected by the proposal, policy or strategy than those in the general population who do not share that protected characteristic?

No, the plan is people focussed and the schemes and initiatives will be accessible to all users.

d) What is the proposal, strategy or policy's impact on those who are from different ethnic backgrounds?

National research indicates that particularly with cycling it is underrepresented in people of an older age, women, and Black, Asian and minority ethnic (BAME) groups. Therefore the plan will seek to identify if this issue is also represented at a local level through future monitoring and evaluation of travel behaviour change programmes.

- e) **What actions are to/ or will be taken to avoid any negative impact or to better advance equality?**

As stated above the plan will seek to identify if the national underrepresentation of people from BAME groups cycling is reflected locally. If so, the design of future travel behaviour change programmes will be updated to reflect the any identified barriers.

- f) **Provide details of any mitigation.**

As above.

- g) **How will any mitigation measures be monitored?**

N/A at this stage.

4.4 Gender/Transgender: Testing of disproportionate, negative, neutral or positive impact

- a) **How is this protected characteristic target group reflected in the County/District/Borough?**

	Percentage of age group who are male				Percentage of age group who are female			
	Male All Ages	Male Aged 0 to 15	Male Aged 16 to 64	Male Aged 65+	Female All Ages	Female Aged 0 to 15	Female Aged 16 to 64	Female Aged 65+
LTP areas (updated 2018 data)								
Eastbourne and South Wealden	48.9%	44.3%	51.9%	48.8%	51.1%	55.7%	51.1%	55.7%
Bexhill and Hastings	49.0%	44.8%	51.6%	48.6%	51.0%	55.2%	51.0%	55.2%
Lewes and South Downs	49.9%	43.8%	51.3%	47.7%	50.1%	56.2%	50.1%	56.2%
Newhaven, Peacehaven, Seaford	49.1%	44.9%	51.5%	47.8%	50.9%	55.1%	50.9%	55.1%
North Wealden and North Lewes	49.0%	45.8%	51.3%	48.0%	51.0%	54.2%	51.0%	54.2%
Rural Rother	49.3%	46.4%	51.1%	47.5%	50.7%	53.6%	50.7%	53.6%

SOURCE: Source: Mid year estimate data for 2018

- b) **How is this protected characteristic reflected in the population of those impacted by the proposal, strategy or policy?**

There is a slightly higher proportion of females compared to males within the County. However, the largest differentiation is between the proportion of males and females aged 65+, with a higher proportion of females as indicated above.

- c) **Will people with the protected characteristic be more affected by the proposal, policy or strategy than those in the general population who do not share that protected characteristic?**

The people with the protected characteristic will not be affected more than the general population, but there are opportunities to provide positive impacts, including ensuring that design is inclusive.

- d) **What is the proposal, strategy or policy's impact on different genders?**

National research indicates that particularly with cycling it is underrepresented in people of an older age, **women**, and Black, Asian and minority ethnic (BAME) groups. Therefore the plan will seek to identify if this issue is also represented at a local level through future monitoring and evaluation of travel behaviour change programmes.

- e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?**

As stated above the plan will seek to identify if the national underrepresentation of women cycling is reflected locally. If so, the design of future travel behaviour change programmes will be updated to reflect the any identified barriers.

- f) Provide details of any mitigation.**

As above.

- g) How will any mitigation measures be monitored?**

N/A at this stage.

4.5 Marital Status/Civil Partnership: Testing of disproportionate, negative, neutral or positive impact.

N/A

- a) How is this protected characteristic target group reflected in the County/District/Borough?**
- b) How is this protected characteristic reflected in the population of those impacted by the proposal, strategy or policy?**
- c) Will people with the protected characteristic be more affected by the proposal, policy or strategy than those in the general population who do not share that protected characteristic?**
- d) What is the proposal, strategy or policy's impact on people who are married or same sex couples who have celebrated a civil partnership?**
- e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?**
- f) Provide details of any mitigation.**

- g) How will any mitigation measures be monitored?**

4.6 Pregnancy and maternity: Testing of disproportionate, negative, neutral or positive impact.

- a) How is this protected characteristic target group reflected in the County/District/Borough?**
- b) How is this protected characteristic reflected in the population of those impacted by the proposal, strategy or policy?**
- c) Will people with the protected characteristic be more affected by the proposal, policy or strategy than those in the general population who do not share that protected characteristic?**
- d) What is the proposal, strategy or policy's impact on pregnant women and women within the first 26 weeks of maternity leave?**
- e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?**
- f) Provide details of the mitigation**
- g) How will any mitigation measures be monitored?**

4.7 Religion, Belief: Testing of disproportionate, negative, neutral or positive impact.

N/A

- a) **How is this protected characteristic reflected in the County/District/Borough?**
- b) **How is this protected characteristic reflected in the population of those impacted by the proposal, strategy or policy?**
- c) **Will people with the protected characteristic be more affected by the proposal, policy or strategy than those in the general population who do not share that protected characteristic.**
- d) **What is the proposal, strategy or policy's impact on the people with different religions and beliefs?**
- e) **What actions are to/ or will be taken to avoid any negative impact or to better advance equality?**
- f) **Provide details of any mitigation.**
- g) **How will any mitigation measures be monitored?**

4.8 Sexual Orientation - Gay, Lesbian, Bisexual and Heterosexual: Testing of disproportionate, negative, neutral or positive impact.

N/A

- a) **How is this protected characteristic reflected in the County/District/Borough?**
- b) **How is this protected characteristic reflected in the population of those impacted by the proposal, strategy or policy?**
- c) **Will people with the protected characteristic be more affected by the proposal, policy or strategy than those in the general population who do not share that protected characteristic?**
- d) **What is the proposal, strategy or policy's impact on people with differing sexual orientation?**
- e) **What actions are to/ or will be taken to avoid any negative impact or to better advance equality?**
- f) **Provide details of the mitigation**
- g) **How will any mitigation measures be monitored?**

4.9 Other: Additional groups/factors that may experience impacts - testing of disproportionate, negative, neutral or positive impact.

N/A

- a) **How are these groups/factors reflected in the County/District/Borough?**
- b) **How is this group/factor reflected in the population of those impacted by the proposal, strategy or policy?**
- c) **Will people within these groups or affected by these factors be more affected by the proposal, policy or strategy than those in the general population who are not in those groups or affected by these factors?**
- d) **What is the proposal, strategy or policy's impact on the factor or identified group?**
- e) **What actions are to/ or will be taken to avoid any negative impact or to better advance equality?**
- f) **Provide details of the mitigation.**
- g) **How will any mitigation measures be monitored?**

4.10 Human rights- Human rights place all public authorities – under an obligation to treat you with fairness, equality, dignity, respect and autonomy. **Please look at the table below to consider if your proposal, policy or strategy may potentially interfere with a human right.**

Articles	
A2	Right to life (e.g. pain relief, suicide prevention)
A3	Prohibition of torture, inhuman or degrading treatment (service users unable to consent, dignity of living circumstances)
A4	Prohibition of slavery and forced labour (e.g. safeguarding vulnerable adults)
A5	Right to liberty and security (financial abuse)
A6 & 7	Rights to a fair trial; and no punishment without law (e.g. staff tribunals)
A8	Right to respect for private and family life, home and correspondence (e.g. confidentiality, access to family)
A9	Freedom of thought, conscience and religion (e.g. sacred space, culturally appropriate approaches)
A10	Freedom of expression (whistle-blowing policies)
A11	Freedom of assembly and association (e.g. recognition of trade unions)
A12	Right to marry and found a family (e.g. fertility, pregnancy)
Protocols	
P1.A1	Protection of property (service users property/belongings)
P1.A2	Right to education (e.g. access to learning, accessible information)
P1.A3	Right to free elections (Elected Members)

Part 5 – Conclusions and recommendations for decision makers

5.1 Summarise how this proposal/policy/strategy will show due regard for the three aims of the general duty across all the protected characteristics and ESCC additional groups.

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010;
- Advance equality of opportunity between people from different groups
- Foster good relations between people from different groups

5.2 Impact assessment outcome Based on the analysis of the impact in part four please mark below ('X') with a summary of your recommendation.

X	Outcome of impact assessment	Please explain your answer fully.
X	A No major change – Your analysis demonstrates that the policy/strategy is robust and the evidence shows no potential for discrimination and that you have taken all appropriate opportunities to advance equality and foster good relations between groups.	No discrimination has been identified because the LCWIP Strategy and Infrastructure Plan are underpinned by inclusiveness in both policy and delivery. Where potential underrepresentation of certain groups in participating in cycling has been identified nationally. ESCC will look to seek local data through future monitoring and evaluation, to advance equality in the future delivery of the plan.
	B Adjust the policy/strategy – This involves taking steps to remove barriers or to better advance equality. It can mean introducing measures to mitigate the potential effect.	
	C Continue the policy/strategy - This means adopting your proposals, despite any adverse effect or missed opportunities to advance equality, provided you have satisfied yourself that it does not unlawfully discriminate	
	D Stop and remove the policy/strategy – If there are adverse effects that are not justified and cannot be mitigated, you will want to consider stopping the policy/strategy altogether. If a policy/strategy shows unlawful discrimination it <i>must</i> be removed or changed.	

5.3 What equality monitoring, evaluation, review systems have been set up to carry out regular checks on the effects of the proposal, strategy or policy?

The review of this will be part of quarterly monitoring as outlined in stage 1 of the plan.

5.4 When will the amended proposal, strategy or policy be reviewed?

Equality Impact Assessment

The policy will be reviewed on an annual basis.

Date completed:	April 2020	Signed by (person completing)	Lisa Simmonds
		Role of person completing	Principal Transport Planner
Date:	April 2020	Signed by (Manager)	Andrew Keer

Part 6 – Equality impact assessment action plan

If this will be filled in at a later date when proposals have been decided please tick here and fill in the summary report.

The table below should be completed using the information from the equality impact assessment to produce an action plan for the implementation of the proposals to:

- 1. Lower the negative impact, and/or
- 2. Ensure that the negative impact is legal under anti-discriminatory law, and/or
- 3. Provide an opportunity to promote equality, equal opportunity and improve relations within equality target groups, i.e. increase the positive impact
- 4. If no actions fill in separate summary sheet.

Please ensure that you update your service/business plan within the equality objectives/targets and actions identified below:

Area for improvement	Changes proposed	Lead Manager	Timescale	Resource implications	Where incorporated/flagged? (e.g. business plan/strategic plan/steering group/DMT)
EQIA – Scheme Design	To be reviewed	Andrew Keer	2020-2021	Strategic Economic Infrastructure/East Sussex Highways	LCWIP

(a) 6.1 Accepted Risk

From your analysis please identify any risks not addressed giving reasons and how this has been highlighted within your Directorate:

Area of Risk	Type of Risk? (Legal, Moral, Financial)	Can this be addressed at a later date? (e.g. next financial year/through a business case)	Where flagged? (e.g. business plan/strategic plan/steering group/DMT)	Lead Manager	Date resolved (if applicable)

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Lead Member for Children and Families

7 October 2019

Appendix 4

Children's Services Early Help

Final Equality Impact Assessment

Final Equality Impact Assessment

Name of the proposal, project or service
Revised Children's Services Early Help Strategy

File ref:		Issue No:	
Date of Issue:	September 2019	Review date:	

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Part 1 – The Public Sector Equality Duty and Equality Impact Assessments (EIA)

- 1.1** The Council must have due regard to its Public Sector Equality Duty when making all decisions at member and officer level. An EIA is the best method by which the Council can determine the impact of a proposal on equalities, particularly for major decisions. However, the level of analysis should be proportionate to the relevance of the duty to the service or decision.
- 1.2** This is one of two forms that the County Council uses for Equality Impact Assessments, both of which are available on the intranet. This form is designed for any proposal, project or service. The other form looks at services or projects.

1.3 The Public Sector Equality Duty (PSED)

The public sector duty is set out at Section 149 of the Equality Act 2010. It requires the Council, when exercising its functions, to have “due regard” to the need to

- Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited under the Act;
- Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it (see below for “protected characteristics”)

These are sometimes called equality aims.

1.4 A “protected characteristic” is defined in the Act as:

- age;
- disability;
- gender reassignment;
- pregnancy and maternity;
- race (including ethnic or national origins, colour or nationality);
- religion or belief;
- sex;
- sexual orientation.

Marriage and civil partnership are also a protected characteristic for the purposes of the duty to eliminate discrimination.

The previous public sector equalities duties only covered race, disability and gender.

1.5 East Sussex County Council also considers the following additional groups/factors when carrying out analysis:

- Carers – a carer spends a significant proportion of their life providing unpaid support to family or potentially friends. This could be caring for a relative, partner or friend who is ill, frail, disabled or has mental health or substance misuse problems. [Carers at the Heart of 21st Century Families and Communities, 2008]
- Literacy/Numeracy Skills
- Part time workers
- Rurality

1.6 Advancing equality (the second of the equality aims) involves:

- Removing or minimising disadvantages suffered by people due to their protected characteristic

- Taking steps to meet the needs of people from protected groups where these are different from the needs of other people including steps to take account of disabled people's disabilities
- Encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low

NB: Please note that, for disabled persons, the Council must have regard to the possible need for steps that amount to positive discrimination, to "level the playing field" with non-disabled persons, e.g. in accessing services through dedicated car parking spaces.

1.7 Guidance on Compliance with The Public Sector Equality Duty (PSED) for officers and decision makers:

- 1.7.1 To comply with the duty, the Council must have "due regard" to the three equality aims set out above. This means the PSED must be considered as a factor to consider alongside other relevant factors such as budgetary, economic and practical factors.
- 1.7.2 What regard is "due" in any given case will depend on the circumstances. A proposal which, if implemented, would have particularly negative or widespread effects on (say) women, or the elderly, or people of a particular ethnic group would require officers and members to give considerable regard to the equalities aims. A proposal which had limited differential or discriminatory effect will probably require less regard.
- 1.7.3 *Some key points to note :*
- The duty is regarded by the Courts as being very important.
 - Officers and members must be aware of the duty and give it conscious consideration: e.g. by considering open-mindedly the EIA and its findings when making a decision. When members are taking a decision, this duty can't be delegated by the members, e.g. to an officer.
 - EIAs must be evidence based.
 - There must be an assessment of the practical impact of decisions on equalities, measures to avoid or mitigate negative impact and their effectiveness.
 - There must be compliance with the duty when proposals are being formulated by officers and by members in taking decisions: the Council can't rely on an EIA produced after the decision is made.
 - The duty is ongoing: EIAs should be developed over time and there should be evidence of monitoring impact after the decision.
 - The duty is not, however, to achieve the three equality aims but to consider them – the duty does not stop tough decisions sometimes being made.
 - The decision maker may take into account other countervailing (i.e. opposing) factors that may objectively justify taking a decision which has negative impact on equalities (for instance, cost factors).
- 1.6.4 In addition to the Act, the Council is required to comply with any statutory Code of Practice issued by the Equality and Human Rights Commission. New Codes of Practice under the new Act have yet to be published. However, Codes of Practice issued under the previous legislation remain relevant and the Equality and Human Rights Commission has also published guidance on the new public sector equality duty.

Part 2 – Aims and implementation of the proposal, project or service

2.1 What is being assessed?

- a) **Proposal or name of the project or service.** The proposal is the revised [Children's Services Early Help Strategy](#), *Building Stronger Families*.

The revised Strategy sets out Children's Services proposal to invest in Early Help from 2019-2022, and the proposed changes to current services which would result.

What is the main purpose or aims of proposal, project or service? We think these proposals are the best way to meet vulnerable families' needs in East Sussex and spend the available resources in the best way possible.

The vision is that we will fund and provide Children's Services Early Help that supports the most vulnerable families and reduces child safety concerns. We will:

Prioritise children's safety, ensuring child safeguarding systems are resilient and managing the amount of people who need social care involvement.

Target the resources we have to make effective early interventions with the right families.

Tackle the specific issues that cause people to need help from social workers, at the right time and for the right duration, building stronger families for the future.

Build in flexibility so that our services can adapt to having less resources and also take-up new funding opportunities.

Work in partnership with other Council services, and partners across public sectors, businesses voluntary organisations and health, to ensure the best combined support to vulnerable families.

Connect with ongoing projects to develop community resilience.

We will offer to families at risk of needing social care intervention (at Level 3 of the Continuum of Need):

- Family keywork targeting the specific vulnerabilities that can escalate into crisis, such as parent mental ill health, substance misuse, and domestic violence.
- Focussed interventions with families at risk of needing social care intervention, where that is appropriate, to maximise the number of vulnerable families supported.
- Evidence-based and targeted family group work to support keywork and maximise the number of vulnerable families worked with.
- Evidence-based youth work with vulnerable young people, in support of keywork.

We aim to support over 2,100 vulnerable families per year through the full range of interventions, rising to 2,300 if Troubled Family Programme and other external funding continues. We also aim to support 500 vulnerable young people.

We will continue delivering additional universal and universal plus early help services (at Levels 1-2 of the Continuum of Need) where that is fully funded by East Sussex

County Council Public Health and/or external partners. This will include early years family support services, which would continue to be integrated with Health Visiting services and delivery of the Healthy Child Programme, and would be delivered through a countywide network of 19 children's centres and youth centres, plus Council or community buildings where needed. It will also include drop-in or open access youth work sessions where these are externally funded.

b) Manager(s) and section or service responsible for completing the assessment

Brian Hughes and Celia Lamden (Heads of Service, Early Help)

2.2 Who is affected by the proposal, project or service? Who is it intended to benefit and how?

Parents/carers who attend children's centre groups, children aged 0-5 as the key beneficiaries of children's centre groups, where activities are proposed to relocate from current children's centres to community locations.

Parents/carers and children aged 0-19 who receive Early Help keywork support and have a lower level of need.

Children who attend the two Council-run nurseries in Bexhill, as well as their families.

Young people currently attending open access youth clubs which may no longer operate, and their families.

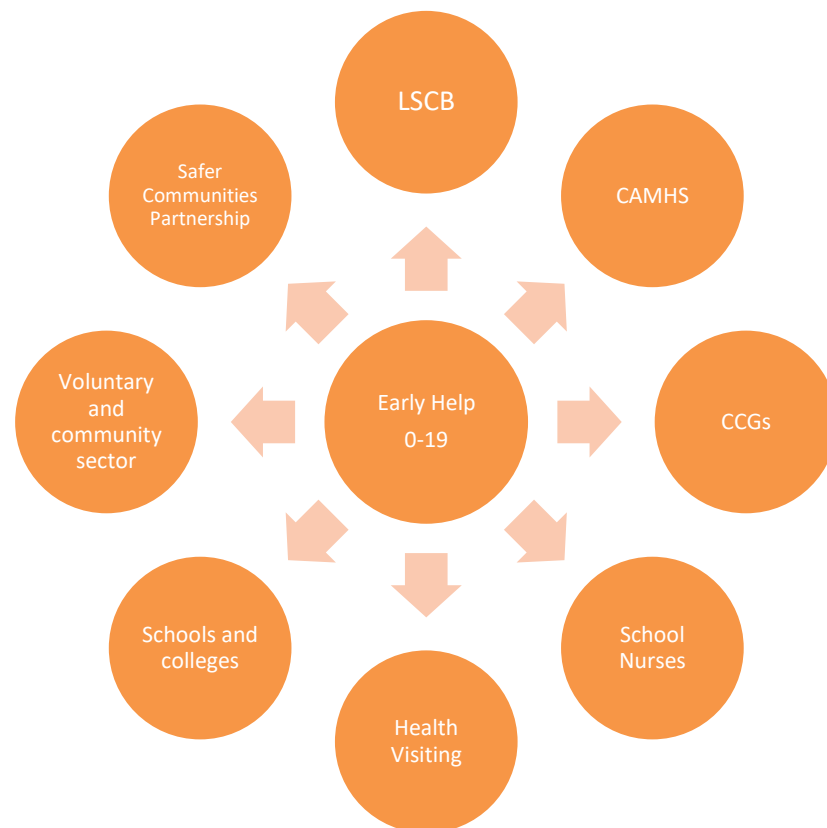
2.3 How is, or will, the proposal, project or service be put into practice and who is, or will be, responsible for it?

The new service offer is proposed to be implemented from 1 April 2020 (except changes to Bexhill nurseries which will be implemented from 1 September 2020). Public consultation on the proposal, including with service users, partners and other stakeholders, took place between May and July 2019 through face to face, paper-copy and online consultation.

Proposals for changes to staff structures and to delete some posts will be implemented using the Council's managing change suite of policies. Staff consultation is expected to take place between October and December 2019.

The change process will be led by the Heads of Service with support from the Assistant Director for Early Help and Social Care.

2.4 Are there any partners involved? E.g. NHS Trust, voluntary/community organisations, the private sector? If yes, how are partners involved?



Children's Services Early Help works with a range of partners across the statutory, voluntary and community sector.

Partners are involved as referrers, providers of services, as partners in delivery and as joint commissioners.

2.5 Is this proposal, project or service affected by legislation, legislative change, service review or strategic planning activity?

Providing early help services for children, young people and families helps the Council meet its statutory duties, particularly safeguarding children. 'Working together to safeguard children' is the government's statutory guidance on promoting the welfare and safeguarding of children through inter-agency working. Early help is included as part of meeting duties under the Children Act 2004 to promote the wellbeing of children working with partners. Early help arrangements are inspected by Ofsted alongside social services in the Single Inspection Framework. Under The Childcare Act 2009, local authorities must 'so far as is reasonably practicable, include arrangements for sufficient provision of children's centres to meet local need'.

Local authorities have duties under the Childcare Act 2006 to consult before opening, closing or significantly changing children's centres, and to secure sufficient provision to meet local need so far as is reasonably practicable. Statutory guidance (published in April 2013) accompanies these duties.

The national government strategy shaping children's services early help services is the Troubled Families Programme. We await confirmation that the Troubled Families Programme will continue after 2020.

The government's Civil Society Strategy states that 'The government recognises the transformational impact that youth services and trained youth workers can have.' Statutory guidance for councils about youth work is being reviewed.

There is no national strategy for children's centres. A recent report by the House of Commons Science and Technology Committee recommended a national strategy for early intervention.

Preventative early help for children, young people and families has been a key element of several service strategies in East Sussex, including the Council Plan and Child and Young People's Plan, and the State of Child Health in East Sussex report 2017/2018.

The revised Early Help Strategy supports Council Plan priorities. The Council Plan for 2019/2020 focuses on providing people with the support they need as early as possible, reducing demand for care services. One of the key objectives in the plan is an effective multi-agency early help system.

Children's Services Early Help for families with children 0-5 years old is integrated with Health Visiting and Healthy Child Programme services in children's centres through a strategic partnership with East Sussex Healthcare Trust. Health Visiting and the Healthy Child Programme are universal services available to all. They are funded by East Sussex County Council Public Health through ring-fenced funding.

2.6 How do people access or how are people referred to your proposal, project or service? Please explain fully.

Families and professionals working with families can continue to request Children's Services Early Help by contacting the Single Point of Advice (SPoA).

Families with children aged 0-5 will continue to have access to universal Level 1 and Level 2 preventative health and wellbeing services provided in children's centres through East Sussex County Council Public Health ring-fenced funding e.g. early years communication support, crèche provision for families attending children's centres sessions, community development and volunteering activity.

2.7 If there is a referral method how are people assessed to use the proposal, project or service? Please explain fully.

The Single Point of Advice (SPoA) will assess a family's needs and refer for full assessment, or signpost to alternative sources of information and support. SPoA and other professionals working with children in East Sussex use the Continuum of Need framework to understand the different levels of families' needs. Children's Services Early Help services will be provided to meet needs at Level 3 of the Continuum of Need (CoN) where there is a risk of needs escalating to a need for social care intervention.

Families, and children and young people assessed as being at risk of needing social care intervention will, with their agreement, be allocated a keyworker. The keyworker will support the family, child or young person to identify their specific needs. Where appropriate, focussed support and advice will be provided for the family, child or young person to address their problems. Where longer term support is appropriate, the keyworker will support the family, child or young person to agree an Early Help Plan, coordinating with other professionals, to improve skills and resilience. The keyworker will support and empower the family, child or young person to take the steps they have identified. Keyworkers normally work on a 1:1 basis in family homes.

Children's Services will provide group work to families assessed as being at risk of needing social care intervention. It will be offered either as part of an Early Help Plan or as an appropriate alternative to ongoing keywork. The groups will seek to improve parenting skills and resilience through courses, informal learning and group support.

Children's Services will provide youth work to young people assessed as being vulnerable or at risk of needing social care intervention. It will be offered either as part of an Early Help Plan or as an appropriate alternative to ongoing keywork. Youth work will seek to improve vulnerable young people's safety, skills and resilience through informal learning and group support.

Families not assessed as needing keywork will be signposted to alternative sources of information and support. Information will continue to be available in children's centres, and the Council's digital information will continue to be improved. The wider system of support, includes continuing partnership activity e.g. integrated support to families of 0-5 year olds in children's centres, offered in partnership with Public Health and East Sussex Healthcare Trust. The wider system of support also includes school nurses, sources of legal, housing and parenting advice, national resources to support online safety and mental wellbeing, along with support on emotional and behavioural issues available to schools from Inclusion Special Educational Needs and Disability. (a traded service from 2020).

2.8 What are the key changes proposed?

Keywork

We'll invest in Early Help keywork to at least 71% of current levels rising to 88% based on current forecasts for Troubled Families and other external funding. We'll focus our teams on issues that can lead to children being unsafe, such as parent mental ill health, substance misuse and domestic abuse, to prevent the need for social work teams to get involved. The number of families we work with is expected to reduce , but we'll use focussed interventions and targeted group work whenever appropriate to support as many families as possible.

The families no longer offered keywork or group work services will be those assessed as less likely to need social care intervention. Every family's vulnerabilities are unique and individually assessed. Examples of circumstances where keywork service might not be provided include advice and support to new teenaged parents, interventions with children and young people with emotional wellbeing issues, support to parents struggling to manage family conflict, preventative work on young people's emerging substance misuse issues. However, families not offered keywork or group services will be signposted to other sources of information, advice and support e.g. our externally funded parenting programmes and youth projects, health visitors and school nurses, improved online advice from Children's Services or support available from other organisations such as online and social media safety advice, family legal services, child bereavement support, housing advice.

Youth work

The youth work we invest in will support keywork with young people at risk of needing social care intervention. We hope to reach about 200 vulnerable young people per year more than currently. Additional youth work projects will also be provided, where they are externally funded and support Council priorities. We're expecting to be able to offer drop-in or open access youth work, the details of which will be agreed with partners..

Children 0-5 Years

To enable the maximum investment in services for the most vulnerable families, we will no longer subsidise universal support for families with children aged 0-5 run from children's centres with Health Visiting. While most services will continue, they'll change.

There would be a reduction in admin support for the services.

We will de-designate 14 children's centres, shown in the table below. These are the centres which are in areas of less need, and/or are currently lightly used by Children's Services and Health Visitors, and/or which do not provide the accommodation needed for future services, and/or which are nearby another centre. Our goal is that early years, family support or education services will continue to be provided from as many of these centres as possible:

- There are ongoing and promising discussions with schools and other partners regarding options to take over 10 centres: High Weald, Seaford, Chailey, Battle, West St Leonards, Old Town (Eastbourne), Ringmer, Crowborough, Rye and Egerton Park Children's Centres. We will seek to work in partnership with new providers to enable an ongoing early years family support offer e.g. continuing groups run by volunteers at the centre.
- We will continue to offer services from current sites in Newhaven, Heathfield and The Bridge (Hastings) when needed on a room-hire basis.

Early years services in Hampden Park will be relocated to Shinewater Children's Centre.

The activities needed in local areas without a centre will continue in other council and community buildings.

Wherever possible, we will use Council buildings or work with partners to find cost effective venues for relocated services, when needed in locations without children's centres.

We will work with partners to maximise external funding to increase the availability of parenting support or parent peer mentoring groups and schemes.

We will maximise income from hiring out rooms in children's centres and assess the potential to charge for some activities.

We will strengthen still further our approach to working with volunteers.

Centres which will no longer be designated children's centres	Future services
Hampden Park	Relocate services to Shinewater Children's Centre
Old Town, Eastbourne	Ongoing discussions with partners about the future of this centre
The Bridge, Hastings	Offer services at this site when needed on a room hire basis.
West St Leonards	Ongoing discussions with partners about the future of this centre
Chailey	Ongoing discussions with partners about the future of this

Centres which will no longer be designated children's centres	Future services
	centre
Seaford	Ongoing discussions with partners about the future of this centre
Newhaven	Offer services at this site when needed on a room hire basis
Battle	Ongoing discussions with partners about the future of this centre
Egerton Park, Bexhill	Ongoing discussions with partners about the future of this centre
Rye	Ongoing discussions with partners about the future of this centre
Crowborough	Ongoing discussions with partners about the future of this centre
Ringmer	Ongoing discussions with partners about the future of this centre
Heathfield	Offer services at this site when needed on a room hire basis
High Weald, Ticehurst	Ongoing discussions with partners about the future of this centre

Part 3 – Methodology, consultation, data and research used to determine impact on protected characteristics

3.1 List all examples of quantitative and qualitative data or any consultation information available that will enable the impact assessment to be undertaken.

Types of evidence identified as relevant have X marked against them			
	Employee Monitoring Data		Staff Surveys
X	Service User Data		Contract/Supplier Monitoring Data
X	Recent Local Consultations		Data from other agencies, e.g. Police, Health, Fire and Rescue Services, third sector
	Complaints		Risk Assessments

X	Service User Surveys	X	Research Findings
X	Census Data	X	East Sussex Demographics
X	Previous Equality Impact Assessments	X	National Reports
	Other organisations Equality Impact Assessments	X	Any other evidence? Early Help Review Board documents: <ul style="list-style-type: none"> - Needs assessment - Outcome Analysis - Service Analysis - National and East Sussex Context

3.2 Evidence of complaints against the proposal, project or service on grounds of discrimination.

There have been no complaints received on the grounds of discrimination.

3.3 If you carried out any consultation or research on the proposal, project or service explain what consultation has been carried out.

Surveys, discussions and meetings were held with Stakeholders (statutory and voluntary sector partners across East Sussex) to help inform the options and the commissioning outcomes.

Existing Children's Services Early Help keywork service user data was analysed.

A survey was undertaken in Children's Centres and Targeted Youth Support groups to understand outcomes.

The State of Child Health report in East Sussex 2017/18

Children's Services Service User Feedback Report 2018

The following documents were produced as part of a strategic commissioning review which underpins the revised Children's Services Early Help Strategy:

- National and East Sussex Context
- Needs Assessment
- Service Analysis
- Options Analysis
- Property Analysis
- Outcome Analysis

A public consultation was undertaken on the final proposal between May and July 2019.

3.4 What does the consultation, research and/or data indicate about the positive or negative impact of the proposal, project or service?

The proposals have been developed using strategic commissioning - the approach the Council uses to underpin business planning. It aims to secure the best outcomes for East Sussex residents by:

- Understanding need.
- Matching services with need.
- Making the most effective use of all available resources.

Developing these proposals has been an evidence-driven process. We've researched national and local developments affecting early help. We've analysed data about families

in East Sussex and the services we're currently providing. We've studied the approaches to early help taken by other Councils with good Ofsted inspection results and those recommended nationally and internationally, and identified other providers of family support services in East Sussex. We've considered the views of service users and staff, and those of other professionals working with children in East Sussex.

We consulted publicly on the proposals and the findings showed that, while 65.9% of respondents agreed or strongly agreed with the proposed Strategy's priorities, there were high levels of concern about the local accessibility of early years family support if children's centres closed, in particular High Weald (Ticehurst), Crowborough, Seaford and Newhaven, Ringmer and Egerton Park (Bexhill). Respondents also commented on the need to identify families in need of help as early as possible and prevent vulnerability arising, and about the value of universal family support services in familiar 'safe spaces'. The other main concern expressed was for the availability, affordability and quality of nursery provision in Bexhill if the two nurseries were no longer run by the County Council.

We have taken the consultation findings into account and think the revised proposals are the best way to meet vulnerable families' needs in East Sussex and achieve value for money within the resources available, by preventing the need for statutory social care interventions.

This EQIA considers the proposal to change Children's Services Early Help to:

- Support the most vulnerable families and manage the demand for social care.
- Invest in youth work supporting keywork, working with vulnerable young people. We will no longer part-fund open access youth work projects, but will continue to provide them where they are externally funded.

To enable the maximum investment in services for the most vulnerable families, we propose to stop contributing funds to universal support for families with children aged 0-5 run from children's centres with Health Visiting. While most services will continue, this will lead to a reduction in management and admin support, no longer operating two nurseries in Bexhill (instead the Council would work with other providers to secure, so far as is reasonably practicable, sufficient nursery places in the area), a reduction in the early years (crèche) offer and de-designation of 14 children's centres with a goal that early years, family support or education services will continue to be provided from as many of these centres as possible.

Part 4 – Assessment of impact

4.1 Age: Testing of disproportionate, negative, neutral or positive impact.

a) How is this protected characteristic reflected in the County/District/Borough?

The table below shows the population of East Sussex districts and boroughs broken down by age range.

Age group	All ages	0-15	16-29	30-44	45-64	65 and over
England	55,619,430	10,637,971	9,888,889	10,842,801	14,219,258	10,030,511
South East	9,080,825	1,737,533	1,509,572	1,711,121	2,386,833	1,735,766
East Sussex	552,259	94,004	77,123	86,325	154,337	140,470
Eastbourne	103,251	17,725	15,737	17,820	26,436	25,533
Hastings	92,813	17,274	15,363	16,541	25,627	18,008
Lewes	102,257	17,651	13,780	16,275	28,724	25,827
Rother	94,997	14,156	11,770	11,976	26,997	30,098
Wealden	158,941	27,198	20,473	23,713	46,553	41,004

Source: ESiF 2017 Mid-Year Estimates ONS

The chart below, taken from East Sussex in Figures (ESiF), shows numbers of households with dependent children across the county, 2016.

Area	All households	Households with children	Households with children as % of all households
England	22,884,532	6,461,070	28.2%
South East	3,704,853	1,058,949	28.6%
East Sussex	242,208	58,901	24.3%
Eastbourne	46,558	11,084	23.8%
Hastings	42,367	10,360	24.5%
Lewes	43,850	11,224	25.6%
Rother	42,498	8,952	21.1%
Wealden	66,934	17,281	25.8%

Source: East Sussex in Figures (ESiF) from 2016-based household projections

According to the school census 2017, there were 64,987 children on roll in East Sussex.

	Eastbourne	Hastings	Lewes	Rother	Wealden	Total
School age	12,605	10,851	12,258	11,158	18,115	64,987
0-5 years ESiF, 2015 ONS	6,898	6,779	5,970	4,771	9,172	33,600

b) How is this protected characteristic reflected in the population of those impacted by the proposal, project or service?

A total of 1,312 0-5 year olds accessed children's centre (CC) early intervention groups between 1 Sep 2017 and 31 Mar 2018 (approximately 3% of the total 0-5 population).

Locality	Number 0-5s who used early intervention groups	Total number of 0-5 in the locality (as at 7.1.19)
HVCC Eastbourne	194	4,803
HVCC Hailsham and Seaford	339	3,399
HVCC Hastings	163	1,854
HVCC High Weald	102	3,316
HVCC Lewes and Havens	145	2,742
HVCC Rother	197	3,489
HVCC St Leonards	172	3,416
Grand Total	1,312	23,019

Most parents accessing children's centre early intervention groups (between 1 Sep 17 and 31 Mar 2018) are between the ages of 21 and 40 but Hastings has a higher proportion of young parents accessing early intervention groups, with 8.7% of parents being under 21.

Locality	11-20	21-30	31-40	41-50	51-60	60 Plus	Grand Total
HVCC Eastbourne	<5	96	81	8	<5		190
HVCC Hailsham and Seaford	<5	138	146	28	<5	<5	320
HVCC Hastings	20	102	96	11	<5	<5	231
HVCC High Weald		32	55	12			99
HVCC Lewes and Havens	<5	59	69	15	<5		145
HVCC Rother	<5	80	114	24	<5	<5	225
HVCC St Leonards	7	113	110	13	<5		246
Grand Total	36	620	671	111	11	7	1,456

993 0-5s accessed volunteer-led children's centre activities (from 1 Sep 17 – 31 Mar 2018):

Locality	Number 0-5s
HVCC Eastbourne	130
HVCC Hailsham and Seaford	168
HVCC Hastings	143
HVCC High Weald	95
HVCC Lewes and Havens	72
HVCC Rother	300
HVCC St Leonards	85
Grand Total	993

Most parents who attended volunteer led children's centre activities between 1 Sep 17 and 31 Mar 2018 were aged between 31-40.

Locality	11-20	21-30	31-40	41-50	51-60	60 Plus	Grand Total
HVCC Eastbourne	<5	41	60	10		<5	114
HVCC Hailsham and Seaford		55	66	8	<5		131
HVCC Hastings		34	80	12		<5	127
HVCC High Weald		18	48	5	<5		72
HVCC Lewes and Havens	<5	28	40	<5			74
HVCC Rother	<5	79	147	30		<5	259
HVCC St Leonards	<5	36	34				73
Grand Total	9	291	475	69	<5	<5	850

The following table shows how many children accessed a children's centre group by children's centre, and the number of individual children who attended a crèche over the period (1 Sep 17-31 Mar 2018).

Children's Centre	Numbers of children accessing group	Numbers of children accessing crèche (where applicable)
Battle CC	17	9
Crowborough CC	34	11
Devonshire CC	54	36
East Hastings CC	40	15
Egerton Park CC	7	<5
Hailsham East CC	271	23
Hampden Park CC	21	12
Hastings Town CC	62	26
Heathfield CC	<5	n/a
High Weald CC	14	7
Lewes CC	14	n/a
Old Town CC (Eastbourne)	<5	n/a
Peacehaven CC	46	42
Ringmer CC	30	25
Robsack CC	43	21
Seaford CC	92	10
Shinewater CC	35	11
Sidley CC	87	13
St Leonards CC	71	14
Uckfield CC	92	13
West St Leonards CC	<5	<5
Grand Total	1,669	293
Average number of attendances	49.5	16.3

Note: *The highlighted centres* are those proposed for de-designation where there have been attendances. Centres that have had no attendances are not on list.

The table below shows the ages of children in cases open to keywork 5-19 2017-18.

Age	Numbers of children
0	25
1	38
2	65
3	86
4	79
5	120
6	139
7	176
8	190
9	185
10	187
11	207
12	221
13	274
14	285
15	270
16	286
17	235
Grand Total	3,068

c) Will people with the protected characteristic be more affected by the proposal, project or service than those in the general population who do not share that protected characteristic?

0-5s and their parents may be affected by the de-designation of 14 children's centres if early years family support does not continue through voluntary groups or other providers. This is particularly the case for Seaford Children's Centre which has attendances greater than the average number of attendances per centre. They will also be affected by the reduction in early years resources as it may not be possible to offer crèches in support of activities. This is particularly the case at Ringmer because it has had more children attending crèche than the county average.

0-4 year olds enrolled at the two children's centre nurseries in Bexhill may be affected by the proposal that the Council would no longer operate the nurseries, if in future other nursery provision is less flexible and/or affordable.

Looked after children (LAC) who attend contact at the centres proposed for relocation of services (Egerton Park and High Weald) may be impacted by the proposal as they and their birth families may have to travel further for contact or attend contact at less child friendly venues. A greater percentage of young parents access children's centre groups in Hastings. However centres in Hastings where there are greater attendances will continue.

Families with 0-19 year olds that have lower levels of need and are less likely to require social care intervention may be affected by the proposal to reduce keywork, particularly those aged 14 and 16 as they are over-represented in keywork figures.

d) What is the proposal, project or service's impact on different ages/age groups?

Parents reported that attending children's centres groups helped things change for the better for them and their child. For children's centres early intervention groups parents said

that attending had helped them: develop their skills and learn new things; get help and advice when they needed it; help their child to learn; get information and support; make new friends; and improve their emotional wellbeing. For children's centre volunteer led groups parents said attending had helped them; develop their skills and learn new things, feel confident as a parent, and have friends to support them. They also spoke of the groups being friendly and enjoyable for their children.

If services relocate from centres, families that attend groups at those centres may be negatively impacted by the proposal as they may have to travel further to an alternative site in order to achieve the outcomes listed above, this may impact on attendance.

If it is not possible to offer crèche provision, this may negatively impact 0-5s, and their parents, particularly in Ringmer and Seaford, as parents will have to travel further to access a crèche so that they can attend groups/courses. This may impact on attendance at courses deemed necessary to divert families from social care.

Children attending the Bexhill nurseries and their families may be affected as they may have difficulty accessing alternative provision if there is a change in its flexibility and affordability.

Contact with birth families is the key issue that our Looked After Children (LAC) raise every year through service user feedback. Relocation of services from the centres will mean that contact will need to occur at alternative venues. These may be further from the family or in less child friendly venues, which may result in birth families being less able to attend.

Young people report that attending Targeted Youth Support youth clubs help things change for the better for them.

Young people said that attending had helped them: feel more able to join in fun things to do where they live; feel things are good about themselves; do things to keep themselves healthy; enjoy being at school/college; help them make friends; improve their emotional wellbeing; keep them off the street and out of trouble.

0-19 year olds and their parents may be negatively impacted by the proposal to target keywork to those at risk of needing social work intervention, as these families with lower levels of need e.g. needing support and advice will no longer be able to access keywork support from Children's Services Early Help.

What actions have been/or will be taken to avoid any negative impact or to better advance equality?

Whilst the proposals recommend changes to the Early Help service which will result in some reductions of service across all age groups, the five mandatory Health Visiting checks will continue. As such 0-5s will still be seen by Health Visitors and those identified as requiring support (that are more likely to result in social care intervention) can still be referred to keywork support or family group work if this is deemed the most appropriate way forward.

The children's centres which are proposed for de-designation have been assessed in order to consider where need is greatest and also where attendance is least, in order to minimise impact on 0-5s and their families. the goal is the early years or education services will continue from as many as these sites as possible e.g. groups run by volunteers. Where services must relocate they will be transferred to other community locations.

In locations where targeted family group work or youth work are needed but no East Sussex County Council building is available, community venues and buildings will be used.

Room hire will also be available at other children's centre sites for community organisations to continue to run activities (although it may not be possible to provide a crèche in all cases).

Other services, e.g. schools, can still refer families who may at risk of referral to social care to the keywork service for support.

The Council will work with other nursery providers to secure, so far as is reasonably practicable, sufficient nursery places in Bexhill, as it does in the rest of the county. This process may include sub-leasing the spaces for Rainbow and Cygnets nurseries to other nursery providers. If development of sufficient alternative provision in Bexhill proves impossible, it may be necessary to review closure of the nurseries.

e) Provide details of the mitigation.

Children's Services will continue to provide services at level 1 and 2 for 0-5s on behalf of Public Health.

Following public consultation, the following mitigations have been added to proposals:

Ongoing discussions with schools and other partners regarding options to take over High Weald, Seaford, Chailey, Battle, West St Leonards, Old Town (Eastbourne), Ringmer, Crowborough, Rye and Egerton Park Children's Centres. We will seek to work in partnership with new providers to enable an ongoing early years family support offer e.g. continuing groups run by volunteers at the centre. If no proposals can be made for these 8 centres by January 2020 they will close by April 2020.

We intend to continue using 3 sites for services when needed on a room-hire basis: The Bridge in Hastings, Newhaven and Heathfield.

Early years family support in Hampden Park will be relocated to Shinewater Children's Centre and Hampden Park Children's Centre will close

Wherever possible, we will use Council buildings or work with partners to find cost effective venues for relocated services, when needed in locations without children's centres.

The Council will work with other providers to secure, so far as is reasonably practicable, sufficient nursery places in Bexhill, as it does in the rest of the county. This process may include sub-leasing the spaces for Rainbow and Cygnets nurseries to other nursery providers. If development of sufficient alternative provision in Bexhill proves impossible, it may be necessary to review closure of the nurseries.

The Council will work with partners to maximise external funding to increase the availability of parenting support or parent peer mentoring groups and schemes.

We will maximise income from hiring out rooms in children's centres and assess the potential to charge for some activities.

We will strengthen still further our approach to working with volunteers.

f) How will any mitigation measures be monitored?

Through existing partnership arrangements with Public Health, Clinical Commissioning Groups and the Children's Services Strategic Planning Group, and the Children's and Young People's Mental Health and Emotional Wellbeing Transformation Programme.

4.2 Disability: Testing of disproportionate, negative, neutral or positive impact.

a) How is this protected characteristic reflected in the County /District/Borough and in the population of those impacted by the proposal, project or service?

The exact numbers of children and parents/carers who have a disability is not known. The Cabinet Office (2005) suggests that 7% of all children in the UK are disabled. Mooney (2008) estimated the number of disabled children in England as between 3.0% and 5.4% with prevalence higher among boys and lower among children under five. It is therefore estimated that there are 7,000 disabled children living in East Sussex. The table below shows the numbers of pupils with Special Educational Needs and Disabilities (SEND), DfE 2017. 13% of East Sussex children have SEN.

	Total Pupils	Pupils with statements or EHC plans		Pupils on SEND support		Total pupils with SEND	
		Number	%	Number	%	Number	%
ENGLAND	8,669,080	242,184	2.8	1,002,069	11.6	1,244,253	14.4
East Sussex	73,414	2,629	3.6	7,150	9.7	9,779	13.3

The following data from the Census 2011 shows households with one person in the household with a long-term health problem or disability with dependent children. From the data we can see that the county is largely in line with regional and national levels, only Hastings experiences a relatively higher average.

Area	count of Household; All households		One person in household with a long-term health problem or disability: With dependent children	
	number	%	number	%
Eastbourne	45,012	100.0	1,926	4.3
Hastings	41,159	100.0	2,104	5.1
Lewes	42,181	100.0	1,781	4.2
Rother	40,877	100.0	1,599	3.9
Wealden	62,676	100.0	2,401	3.8
East Sussex	231,905	100.0	9,811	4.2
South East	3,555,463	100.0	146,190	4.1
England and Wales	23,366,044	100.0	1,088,011	4.7

b) How is this protected characteristic reflected in the population of those impacted by the proposal, project or service?

Ten disabled parents and less than five disabled children were registered as having accessed children's centre early intervention groups between 1 Sep 2017 to 31 Mar 2018. Less than five disabled parents and less than five disabled children accessed children's centre volunteer led groups 1 Sep 2017-31 Mar 2018.

No disabled children accessed a crèche at a children's centre.

96 young people attended 'Funky Teens' and 'Nik Naks' the targeted youth groups aimed at children with SEND, 1 July 2017 – 30 June 2018.

We do not know how many disabled children, young people or disabled parents Early Help Keywork is working with.

c) Will people with the protected characteristic be more affected by the proposal, project or service than those in the general population who do not share that protected characteristic?

According to the statistics available, disabled children and parents are not likely to be more affected than non-disabled children or parents by the relocation of services from children's centres, as disabled children and parents are not over-represented in attendance figures.

d) What is the proposal, project or service's impact on people who have a disability?

Although children or parents with disabilities are not over-represented in attendance figures, feedback from the public consultation indicated that there is a value in the availability of familiar "safe spaces" with specialist equipment. This was particularly in connection with children with Special Education Needs and parents with mental health issues. This means that these families may be more adversely affected than the general population by the if services are relocated to alternative venues.

e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?

Children's Services will ensure that 'disability' is included in the monitoring categories for children, young people and families that the services work with.

There is flexibility in the proposal – any group work or detached youth work that is deemed necessary for disabled children, young people or parents could be carried out when needed in ESCC/partner community locations. Current youth groups for young people with SEN and disabilities have dedicated funding and will continue. *Funky Teens* and *Nik Naks* will continue.

Twelve children's centre sites and four youth work sites will definitely be retained to enable services to be scaled up or down in support of external fundraising, so groups for disabled children and parents may be able to be run should external or additional funding be achieved in the future. Room hire will also be available at these sites for community organisations to continue to run activities for disabled children, young people and parents (although no crèche will be available).

Ongoing and promising discussions with schools and other partners regarding options to take over High Weald, Seaford, Chailey, Battle, West St Leonards, Old Town (Eastbourne), Ringmer, Crowborough, Rye and Egerton Park Children's Centres. We will seek to work in partnership with new providers to enable an ongoing early years family support offer e.g. continuing groups run by volunteers at the centre. If no proposals can be made for these 8 centres by January 2020 they will close by April 2020.

The Council will work with other providers to secure, so far as is reasonably practicable, sufficient nursery places in Bexhill, as it does in the rest of the county. This process may include sub-leasing the spaces for Rainbow and Cygnets nurseries to other nursery providers. If development of sufficient alternative provision in Bexhill proves impossible, it may be necessary to review closure of the nurseries.

The five mandatory checks Health Visiting checks will continue. As such disabled 0-5s and 0-5s with disabled parents will still be seen by Health Visitors and those identified as requiring support (that would otherwise result in social care intervention) can still be referred to keywork support or family group work if this is deemed the most appropriate.

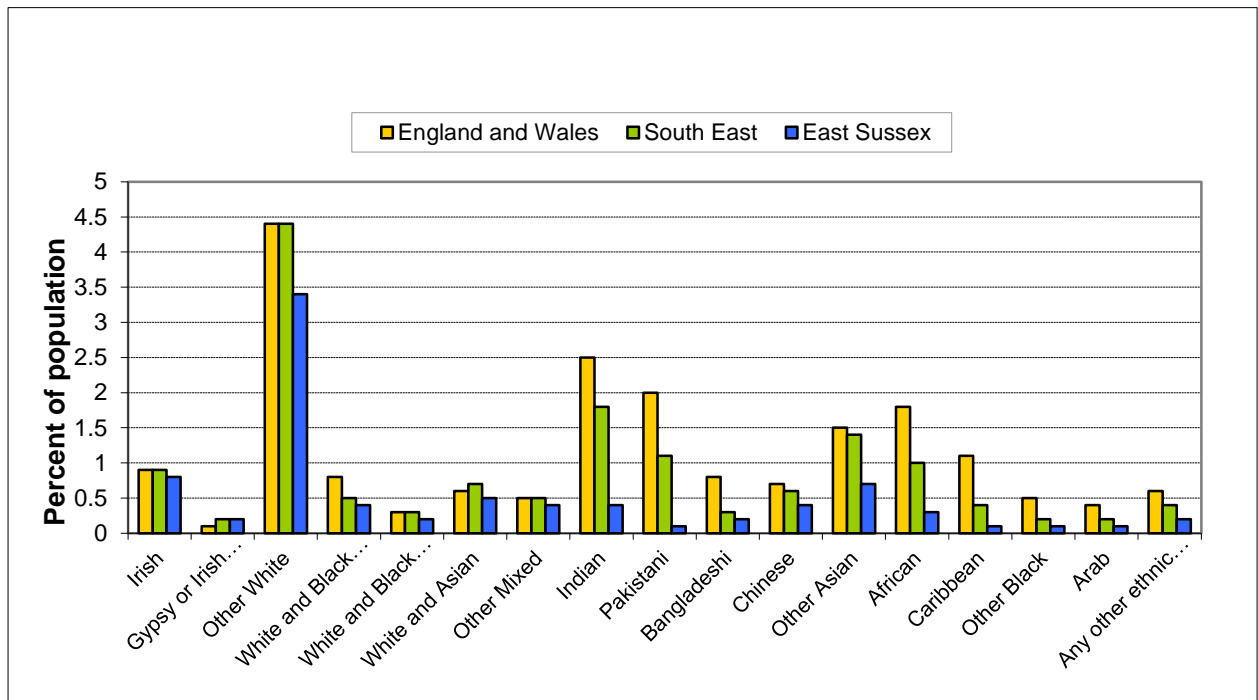
Other services, e.g. schools, can still refer families with disabled children, young people or disabled parents directly at risk of referral to social care to the keywork service for support.

4.3 Ethnicity: Testing of disproportionate, negative, neutral or positive impact.

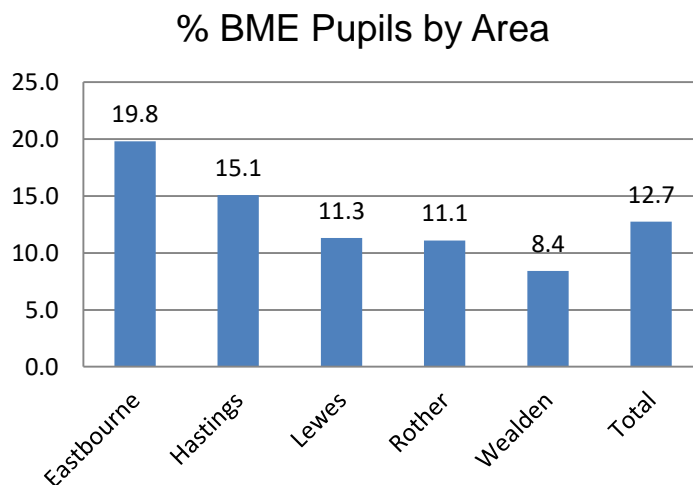
a) How is this protected characteristic reflected in the County /District/Borough?

8.3% of the population identified as Black and Minority Ethnic in East Sussex according to 2011 Census data.

The chart below shows the percentage of people within 17 minority ethnic groups in 2011. Please note it does not show White British people. 'White Other' is the largest Black and Minority Ethnic (BME) group in East Sussex.



The chart below shows the percentage of the pupil population who identify as BME which according to school census data 2017, 12.7% of pupils identify as such. Eastbourne at 19.8% and Hastings at 15.1% have the highest percentage of minority ethnic pupils in East Sussex.



b) How is this protected characteristic reflected in the population of those impacted by the proposal, project or service?

The table below shows the numbers and percentage of BME children attending children's centres Early Intervention groups (EIGs) 1 Sep 17 – 31 Mar 18. 45% of the BME children who attend these groups identify as White Other.

Locality	BME children attending EIGs	All	%BME
HVCC Eastbourne	26	194	13.4
HVCC Hailsham and Seaford	9	339	2.7
HVCC Hastings	15	163	9.2
HVCC High Weald	<5	102	2.0
HVCC Lewes and Havens	6	145	4.1
HVCC Rother	15	197	7.6
HVCC St Leonards	20	172	11.6
Grand Total	93	1,312	7.1

The table below shows the number and percentages of BME parents who attended children's centres Early Intervention groups 1 Sep 17 – 31 Mar 18. 51% of the BME parents who attend these groups identify as White Other.

Locality	BME parents attending EIGs	All	BME %
HVCC Eastbourne	25	190	13.2
HVCC Hailsham and Seaford	13	320	4.1
HVCC Hastings	22	231	9.5
HVCC High Weald	<5	99	4.0
HVCC Lewes and Havens	6	145	4.1
HVCC Rother	13	225	5.8
HVCC St Leonards	25	246	10.2
Grand Total	108	1,456	7.4

The following table shows the number and percentages of BME parents who attended children's centres volunteer led groups 1 Sep 17- 31 Mar 2018.

Locality	BME parents attending volunteer led groups	All	BME %
HVCC Eastbourne	19	114	16.7
HVCC Hailsham and Seaford	<5	131	3.1
HVCC Hastings	10	127	7.9
HVCC High Weald	5	72	6.9
HVCC Lewes and Havens	7	74	9.5
HVCC Rother	26	259	10.0
HVCC St Leonards	8	73	11.0
Grand Total	79	850	9.3

The table below shows the number and percentages of BME children who attended children's centres volunteer led groups 1 Sep 17-31 Mar 2018.

Locality	BME children attending volunteer led groups	All	BME %
HVCC Eastbourne	21	130	16.2
HVCC Hailsham and Seaford	5	168	3.0
HVCC Hastings	9	143	6.3
HVCC High Weald	8	95	8.4
HVCC Lewes and Havens	5	72	6.9
HVCC Rother	28	300	9.3
HVCC St Leonards	12	85	14.1
Grand Total	88	993	8.9

The table below shows the numbers and percentages of BME children attending children's centres groups by centre 1 Sep 17-31 Mar 18. There are three centres with a higher percentage of attendances by BME children than the county and district/borough averages i.e. Devonshire, St Leonards and West St Leonards. West St Leonards has very low numbers of attendees overall.

Location where intervention ran	BME children attending CC groups	All	% BME
Battle CC	0	17	0.0
Crowborough CC	<5	34	2.9
Devonshire CC	13	54	24.1
East Hastings CC	<5	40	2.5
Egerton Park CC	0	7	0.0
Hailsham East CC	7	271	2.6
Hampden Park CC	<5	21	4.8
Hastings Town CC	7	62	11.3
Heathfield CC	0	<5	0.0
High Weald CC	<5	14	7.1
Lewes CC	0	14	0.0
Old Town CC (Eastbourne)	0	<5	0.0
Peacehaven CC	<5	46	8.7
Ringmer CC	<5	30	3.3
Robsack CC	<5	43	7.0
Seaford CC	<5	92	4.3
Shinewater CC	<5	35	11.4
Sidley CC	10	87	11.5
St Leonards CC	17	71	23.9
Uckfield CC	<5	92	2.2
West St Leonards CC	<5	<5	33.3
Grand Total	89	1,669	5.3

The table below shows the number and percentage of BME parents attending children's centre groups by centre from 1 Sep 2017 – 31 Mar 2018. There are four centres with a higher percentage of attendances by BME children than the county and district/borough averages i.e. Devonshire, Egerton, Old Town and St Leonards. Old Town has very low numbers of attendees overall.

Location where Intervention Ran	BME parents attending CC groups	All	% BME
Battle CC	<5	31	3.2
Crowborough CC	<5	33	6.1
Devonshire CC	13	55	23.6
East Hastings CC	14	124	11.3
Egerton Park CC	<5	11	18.2
Hailsham East CC	11	250	4.4
Hampden Park CC	<5	23	8.7
Hastings Town CC	10	92	10.9
Heathfield CC	0	<5	0.0
High Weald CC	0	11	0.0
Lewes CC	0	15	0.0
Newhaven CC	0	<5	0.0
Old Town CC (Eastbourne)	<5	<5	33.3
Peacehaven CC	<5	41	2.4
Ringmer CC	<5	37	5.4
Robsack CC	<5	47	2.1
Seaford CC	6	94	6.4
Shinewater CC	<5	36	11.1
Sidley CC	8	89	9.0
St Leonards CC	25	158	15.8
Uckfield CC	<5	85	3.5
West St Leonards CC	0	<5	0.0
Grand Total	106	1,797	5.9

The table below shows BME children who accessed crèche 1 Sep 17- 31 Mar 18. We can see that 4 centres have a higher percentage of attendances by BME children than the county and district/borough averages i.e. Devonshire, Hastings Town, St Leonards, and West St Leonards, although West St Leonards has few attendees overall.

Location where crèche ran	BME children accessing a crèche	All	% BME
Battle CC	0	9	0
Crowborough CC	0	11	0
Devonshire CC	10	36	27.8
East Hastings CC	0	15	0
Egerton Park CC	0	<5	0
Hailsham East CC	<5	23	4.3
Hampden Park CC	<5	12	8.3
Hastings Town CC	<5	26	15.4
High Weald CC	0	7	0
Peacehaven CC	<5	42	9.5
Ringmer CC	<5	25	4
Robsack CC	<5	21	4.8
Seaford CC	<5	10	10
Shinewater CC	<5	11	9.1
Sidley CC	<5	13	7.7
St Leonards CC	<5	14	35.7
Uckfield CC	0	13	0
West St Leonards CC	<5	<5	33.3
Grand Total	31	293	10.6

The table below shows the numbers and percentages of BME children and parents open to the Keywork 0-5 service in 2017.

	Parent	Child
BME	85	125
BME %	6.8	10.7
Total	1,257	1,167

The table below shows the numbers and percentage of BME children and adults open to the Keywork 5-19 service in 2017.

	Adult	Child
BME	119	283
BME %	5.3	9.2
Total	2,239	3,068

There is no ethnicity information about service users in relation to Targeted Youth Support (TYS) group sessions available. However, ethnicity data was captured in the group feedback survey and 9% of respondents who attended TYS targeted support groups were BME and 16% of respondents who attended youth club sessions identified as such. However, the samples achieved were not statistically significant therefore we cannot

generalise that the same proportion of BME young people exist as a percentage of all users.

BME young people that attend current TYS groups that completed the user feedback survey were more likely to say that things had changed for the better, that their 'family is getting on better', 'they were staying out of trouble', 'enjoying being at school', 'feeling more able to join in with fun things to do where they live', 'going to school/college as often as they should', 'doing things to keep themselves healthy' and 'feeling a lot of things are good about me'.

c) Will people with the protected characteristic be more affected by the proposal, project or service than those in the general population who do not share that protected characteristic?

It is not expected that BME children or parents who attend most centres will be more affected than White British children and parents by the relocation of children's centre groups or potential it will not be possible to make a crèche offer away from children's centres because they are not over-represented in attendance figures.

However for St Leonards there is an over-representation of BME children and parents who attend groups and crèche. There is also an over-representation of BME parents at Egerton and BME children attending the crèche at Hastings Town. Therefore these BME children and parents in these localities will be more affected by a relocation of services if it is not possible to provide crèche support in all cases.

BME children and BME parents with lower levels of need are not likely to be more affected than others by the proposal to reduce keywork to only work with those that would otherwise result in social care intervention.

d) What is the proposal, project or service's impact on those who are from different ethnic backgrounds?

BME children and parents who attended groups and crèche at St Leonards, BME parents at Egerton and BME children attending crèche at Hastings Town may be negatively impacted by the proposal to relocate services from these centres as it may not be possible to provide crèches at community locations.

BME parents who attend children's centre groups who completed the survey were more likely to report that things had changed for the better and that 'getting support and advice when they need it', 'having friends to support them', 'knowledge about keeping child safe' and 'healthy' were all better now.

BME children and BME parents with lower levels of need may be negatively impacted by the proposal to target keywork to those at risk of needing social work intervention.

e) What actions are to / or will be taken to avoid any negative impact or to better advance equality?

Plans to include ethnicity service user data in relation to TYS group sessions available will be developed to understand take up and differences in outcomes for different groups.

There is flexibility in the proposal – any group work or detached youth work that is deemed for BME children, young people or parents could be carried out when needed in ESCC/partner community locations. Some sites will be retained to enable scalability of services in support of external fundraising, so groups for BME children, young people and parents may be able to be run should funding be achieved in the future. Room hire will also be available at these sites for community organisations to continue to run activities for BME children, young people and parents (although no crèche will be available).

The five mandatory checks Health Visiting checks will continue. As such, BME 0-5s and their parents will still be seen by Health Visitors and those identified as requiring support (that would otherwise result in social care intervention) can still be referred to keywork support or family group work if this is deemed the most appropriate.

Other services, e.g. schools, can still refer BME families directly at risk of referral to social care to the keywork service for support.

f) Provide details of any mitigation.

The East Sussex Equality and Involvement Group and local BME community groups will be proactively sent the consultation documents to ensure they have the opportunity for commenting on the proposals.

Ethnicity will be included in ongoing monitoring of family keywork and targeted youth groups.

4.4 Gender/Transgender: Testing of disproportionate, negative, neutral or positive impact

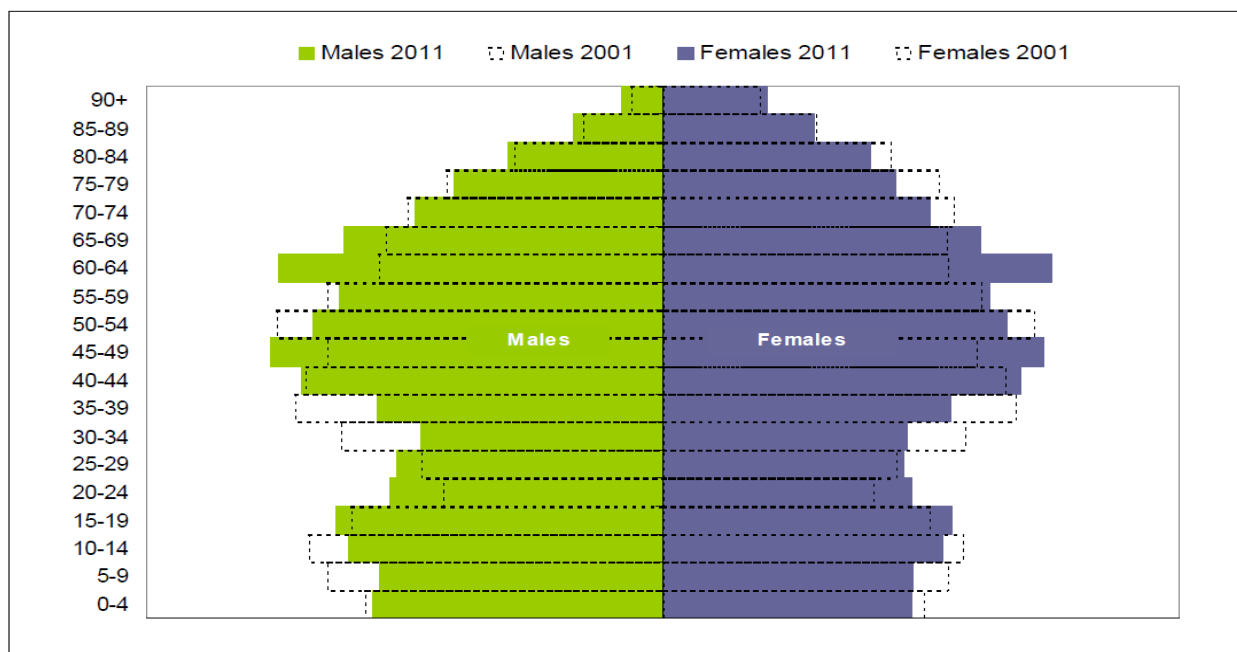
a) How is this protected characteristic target group reflected in the County/District/Borough?

The table below shows the gender breakdown across East Sussex according to the 2011 Census.

Protected characteristic		East Sussex	Eastbourne	Hastings	Lewes	Rother	Wealden
	Total population, 2010	515,500	97,000	87,200	97,500	89,800	144,100
Sex	Male (%) (2011)	47.9	47.3	48.5	48.2	47.4	48.2
	Female (%) (2011)	52.1	52.7	51.5	51.8	52.6	51.8

The following chart gives breakdown by age-group and shows population change since the last Census in 2001.

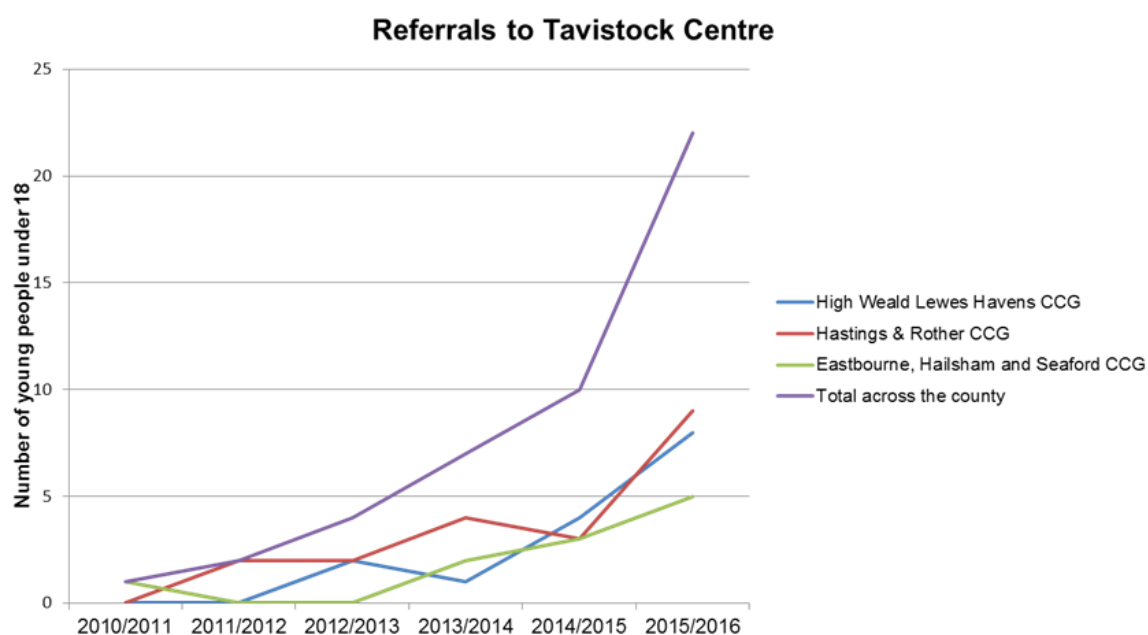
East Sussex population in 2001 and 2011 by age and gender



The table below shows the number and percentage of male and females on school roll according to the school census 2017.

Gender	Number	%
Female	31,407	48.3
Male	33,580	51.7
Total	64,987	

There is no verifiable data on the number of Transgendered people in East Sussex, however anecdotal information would suggest that the figure is around 1%. The chart below shows East Sussex referrals of under 18s to the Tavistock gender reassignment clinic by Clinical Commissioning Group (CCG).



b) How is this protected characteristic reflected in the population of those impacted by the proposal, project or service?

The table below shows the numbers and percentage gender split of 0-5s attending children's centre early intervention groups 1 Sep 17-31 Mar 18.

Locality	Female	Male	Grand Total
HVCC Eastbourne	73	120	194
HVCC Hailsham and Seaford	158	180	339
HVCC Hastings	73	90	163
HVCC High Weald	38	64	102
HVCC Lewes and Havens	58	86	145
HVCC Rother	82	115	197
HVCC St Leonards	64	105	172
Grand Total	546	760	1,312
%	41.6%	57.9%	

The table below shows the number and percentage gender split of parents attending early intervention groups 1 Sep 17- 31 Mar 18.

Locality	Female	Male	Grand Total
HVCC Eastbourne	164	24	190
HVCC Hailsham and Seaford	294	24	320
HVCC Hastings	216	14	231
HVCC High Weald	96	3	99
HVCC Lewes and Havens	137	8	145
HVCC Rother	211	14	225
HVCC St Leonards	210	36	246
Grand Total	1,328	123	1,456
%	91.2%	8.5%	

The table below shows the number and percentage gender split of 0-5s attending children's centre volunteer led groups 1 Sep 17-31 Mar 18.

Locality	Female	Male	Grand Total
HVCC Eastbourne	64	64	130
HVCC Hailsham and Seaford	76	92	168
HVCC Hastings	72	71	143
HVCC High Weald	50	45	95
HVCC Lewes and Havens	27	45	72
HVCC Rother	142	158	300
HVCC St Leonards	40	45	85
Grand Total	471	520	993
%	47.4%	52%	

The table below shows the numbers and percentage gender split of parents attending volunteer led children's centre groups 1 Sep 17- 31 Mar 18.

Locality	Female	Male	Grand Total
HVCC Eastbourne	106	6	114
HVCC Hailsham and Seaford	130		131
HVCC Hastings	115	12	127
HVCC High Weald	69	3	72
HVCC Lewes and Havens	72	2	74
HVCC Rother	240	19	259
HVCC St Leonards	69	4	73
Grand Total	801	46	850
%	94.2%	5.4%	

The following table shows the gender split of those named young people that attend TYS targeted support groups and youth club sessions 1st July 2017 -30th June 2018.

Female	618	41.8%
Male	860	58.1%
Other	2	0.14%
All	1,480	100%

The table below shows the gender distribution of children open to Keywork 5-19 in 2017.

Female	1,478	48%
Male	1,585	52%

The table below shows the gender distribution of adults open to keywork 5-19 in 2017.

Female	1,397	62.4%
Male	840	37.5%

The table below shows the gender distribution of children open to keywork 0-5 in 2017.

Female	508	42.7%
Male	672	56.4%

The table below shows the gender distribution of parents open to keywork 0-5 in 2017.

Female	789	60.5%
Male	512	39.2%

Boys that attend TYS groups that completed the survey were more likely to say that things had changed for the better as a result of going to group. Further, that 'they were staying out of trouble', 'enjoying being at school/college', 'their drug/alcohol use wasn't causing them problems', and that 'they were doing things to keep themselves healthy'.

c) Will people with the protected characteristic be more affected by the proposal, project or service than those in the general population who do not share that protected characteristic?

Boys attending children's centres early intervention groups, and whose families are receiving 0-5 keywork, may be more affected by relocation of these groups, and targeting keywork to those who are at risk of needing social care intervention, as they are over-represented in attendance figures.

Women are likely to be more affected than men by the proposal to relocate children's centres groups and target keywork to those at risk of needing social work intervention, because they are over-represented in service user figures.

d) What is the proposal, project or service's impact on different genders?

Boys attending children's centres early intervention groups may be negatively impacted by the relocation of these groups as they and their parents may find it more difficult to attend.

Women who attend children's centres groups may be negatively impacted by the relocation of these groups as they may find it more difficult to access the support to achieve the positive change that they indicate achieving through attending children's centres groups.

Boys (aged 0-5) and women with lower levels of need may be negatively affected by the proposal to target keywork to those families at risk of needing social care intervention as they are over-represented in the current cohort.

e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?

There is flexibility in the proposal – any group work or detached youth work that is targeted for boys or mothers could be carried out when needed in ESCC/partner community locations.

Twelve children's centre sites and four youth work sites will be retained to enable services to be scaled up or down in support of external fundraising, so groups for boys or mothers may be able to be run should funding be achieved in the future. Room hire will also be available at these sites for community organisations to continue to run activities for boys or mothers (although it may not always be possible to offer a crèche in community locations).

The five mandatory Health Visiting checks will continue. As such boys or mothers will still be seen by Health Visitors and those identified as requiring support (that would otherwise result in social care intervention) can still be referred to keywork support or family group work if this is deemed the most appropriate.

Other services, e.g. schools, can still refer families with boys, or mothers directly at risk of referral to social care to the keywork service for support.

4.5 Marital Status/Civil Partnership: Testing of disproportionate, negative, neutral or positive impact.

a) How is this protected characteristic target group reflected in the County/District/Borough?

Protected characteristic		East Sussex	Eastbourne	Hastings	Lewes	Rother	Wealden
	Total population, 2010	515,500	97,000	87,200	97,500	89,800	144,100
Marriage	Single (%)	24.6	28.2	29.8	24.2	21.4	21.4
	Married & remarried (%)	53.2	46.7	45.7	54.8	55.7	59.5
	Separated and divorced (%)	11.6	13.3	14.9	10.7	10.5	9.9
	Widowed (%)	10.6	11.8	9.6	10.3	12.5	9.3

The above table shows Census data 2011 in relation to marriage.

b) How is this protected characteristic reflected in the population of those impacted by the proposal, project or service?

No foreseen impact on marital status/ civil partnerships.

4.6 Pregnancy and maternity: Testing of disproportionate, negative, neutral or positive impact.

a) How is this protected characteristic target group reflected in the County/District/Borough?

East Sussex rates of teenage conceptions have fallen below average England rates (16.1 compared with England's rate of 18.8 per 10,000 population). However in Hastings, they are notably higher (24.5 per 10,000).

b) How is this protected characteristic reflected in the population of those impacted by the proposal, project or service?

The proposal to relocate services from particular children's centres will specifically affect mothers and pregnant women, as they may have accessed pre and post-natal information and support from the children's centres.

c) Will people with the protected characteristic be more affected by the proposal, project or service than those in the general population who do not share that protected characteristic?

Yes (as above).

d) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?

The five mandatory Health Visiting checks will continue. As such, mothers will still be seen by Health Visitors and those identified as requiring support (that would otherwise result in social care intervention) can still be referred to keywork support or family group work if this is deemed the most appropriate.

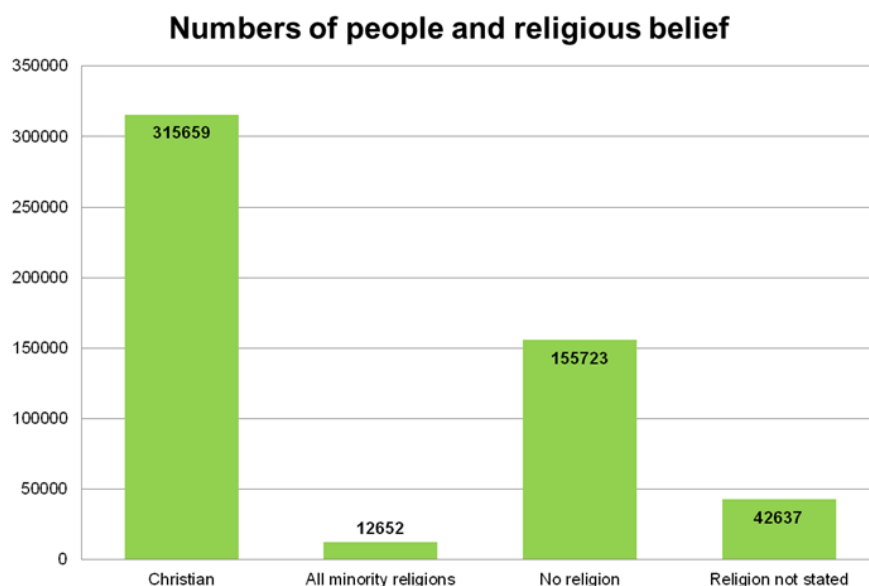
The Council has agreed to provide the two nurseries in Bexhill until September 2020 to minimise the disruption experienced by children and families. After September 2020, nurseries in Bexhill would no longer be operated by the Council, which will instead work with other providers to secure, so far as is reasonably practicable, sufficient nursery places in the area.

There are ongoing and promising discussions with schools and other partners regarding options to take over High Weald, Seaford, Chailey, Battle, West St Leonards, Old Town (Eastbourne), Ringmer, Crowborough, Rye, and Egerton Park Children's Centres. We will seek to work in partnership with new providers to enable an ongoing early years family support offer e.g. continuing groups run by volunteers at the centre.

The Council intends to continue using 3 sites for services when needed on a room-hire basis: The Bridge in Hastings, Newhaven and Heathfield.

4.7 Religion, Belief: Testing of disproportionate, negative, neutral or positive impact.

a) How is this protected characteristic reflected in the County/District/Borough?



The chart above shows people's stated religion in East Sussex according to Census 2011.

b) How is this protected characteristic reflected in the population of those impacted by the proposal, project or service?

Data is not collected about religion of current users.

4.8 Sexual Orientation - Gay, Lesbian, Bisexual and Heterosexual: Testing of disproportionate, negative, neutral or positive impact.

a) How is this protected characteristic reflected in the County/District/Borough?

Protected characteristic	East Sussex	Eastbourne	Hastings	Lewes	Rother	Wealden
Total population, 2010	515,500	97,000	87,200	97,500	89,800	144,100

Sexual orientation: data not available

Government estimates that 5-7% of population is Lesbian, Gay and Bisexual.

b) How is this protected characteristic reflected in the population of those impacted by the proposal, project or service?

65 young people attended TYS targeted support groups for LGBTQ young people in 1 July 2017 – 30 June 2018.

c) Will people with the protected characteristic be more affected by the proposal, project or service than those in the general population who do not share that protected characteristic?

No, as these LGBTQ groups will continue to be supported.

d) What is the proposal, project or service's impact on people with differing sexual orientation?

There is positive impact on LGBTQ groups, as it has been proposed to retain the LGBTQ young people's groups.

e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?

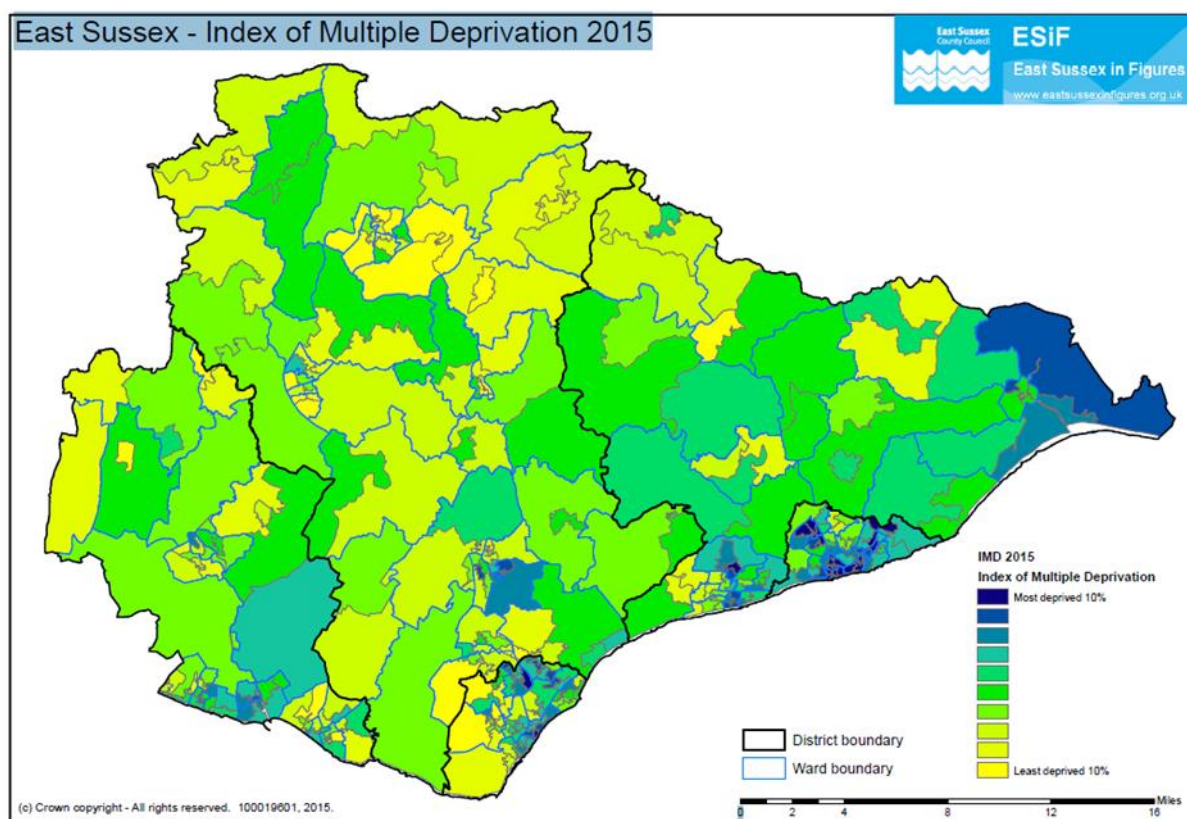
Other services, e.g. schools, can refer LGBTQ young people, directly at risk of referral to social care to the keywork service for support.

Additional external funding is being sought to enhance support the work with LGBT young people.

4.9 Other: Additional groups/factors that may experience impacts - testing of disproportionate, negative, neutral or positive impact.

a) How are these groups/factors reflected in the County/District/ Borough?

Deprivation



The above map shows the deprivation across East Sussex using the IMD indices of deprivation.

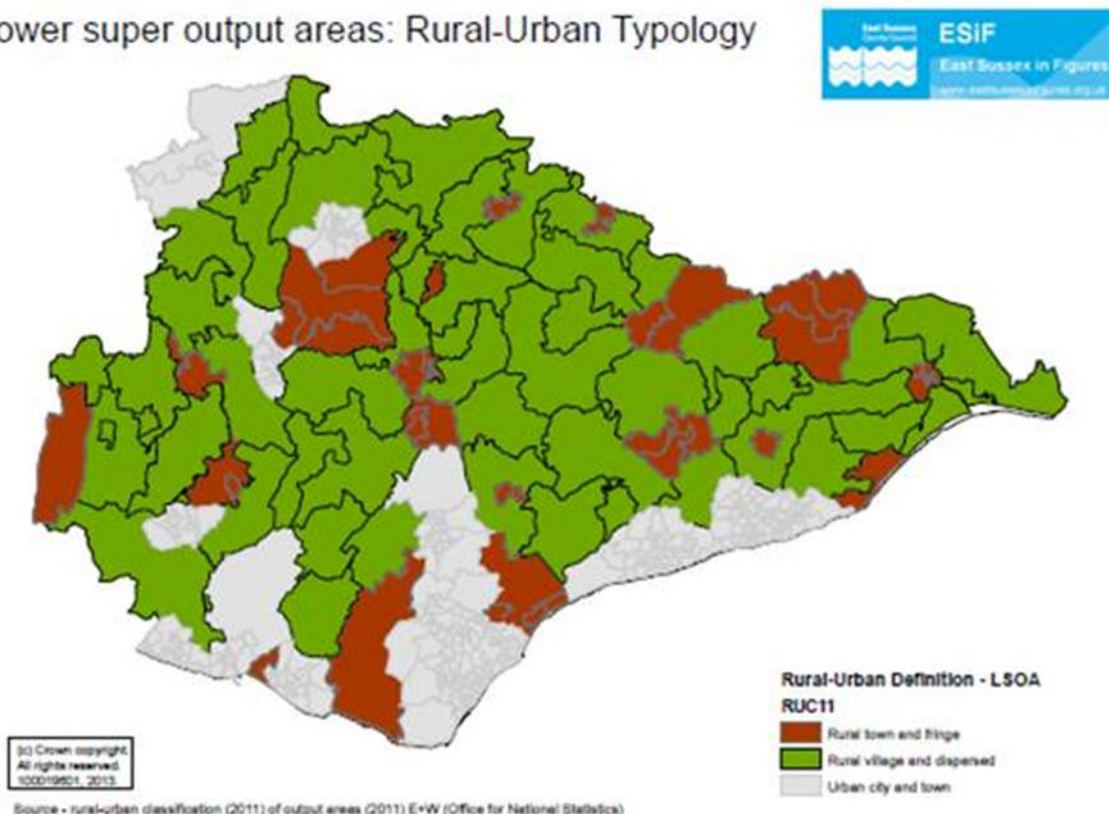
The table below shows numbers of children affected by income deprivation.

Area	Number of children 0-15	Number of children in families affected by income deprivation	As % of population
Eastbourne	17,008	3,478	20.4%
Hastings	16,768	4,838	28.9%
Lewes	17,283	2,575	14.9%
Rother	14,228	2,521	17.7%
Wealden	26,630	2,599	9.8%
East Sussex	91,917	16,011	17.4%

Rurality

The map below shows indicates the nature of urban and rural areas in East Sussex.

Lower super output areas: Rural-Urban Typology



b) How is this group/factor reflected in the population of those impacted by the proposal, project or service?

Deprivation

The table below shows the numbers and percentages of how many parents and children who attended the children's centres early intervention groups 1 Sep 17 -31 Mar 18, live in the 30% most deprived areas.

Locality	Parent 30%	Child 30%	Parent all	Child all	All 30%	All
HVCC Eastbourne	97	100	190	194	202	396
HVCC Hailsham and Seaford	82	85	320	339	171	669
HVCC Hastings	141	96	231	163	269	444
HVCC High Weald	<5	<5	99	102	<5	206
HVCC Lewes and Havens	55	59	145	145	116	298
HVCC Rother	68	62	225	197	140	446
HVCC St Leonards	152	116	246	172	303	504
Grand Total	596	519	1,456	1,312	1,203	2,963
%	40.9%	43.1%			40.6%	

The following table shows the numbers and percentages of how many parents and children who attended the children's centres volunteer led groups 1 Sep 17 -31 Mar 18, live in the 30% most deprived areas.

Locality	Parent 30%	Child 30%	Parent all	Child all	All 30%	All
HVCC Eastbourne	46	55	114	130	101	250
HVCC Hailsham and Seaford	25	34	131	168	59	303
HVCC Hastings	66	69	127	143	135	274
HVCC Lewes and Havens	25	25	74	72	50	146
HVCC Rother	72	72	259	300	148	576
HVCC St Leonards	50	48	73	85	102	166
Grand Total	284	303	850	993	595	1888
%	33.4%	30.5%			31.5%	

The table below shows the numbers and percentages of attendees at a crèche, 1 Sep 17 - 31 Mar 18, who live in the 30% most deprived areas.

Children's centre where crèche(s) were run	Number of children using Crèche	Numbers from 30% most deprived areas	As %
Battle CC	9	<5	11.1
Crowborough CC	11	<5	9.1
Devonshire CC	36	18	50.0
East Hastings CC	15	7	46.7
Egerton Park CC	<5	<5	100.0
Hailsham East CC	23	12	52.2
Hampden Park CC	12	9	75.0
Hastings Town CC	26	21	80.8
Peacehaven CC	42	24	57.1
Ringmer CC	25	<5	8.0
Robsack CC	21	15	71.4
Seaford CC	10	<5	40.0
Shinewater CC	11	7	63.6
Sidley CC	13	8	61.5
St Leonards CC	14	10	71.4
West St Leonards CC	<5	<5	66.7
Total	273	143	52.4

The following map shows 0-19 keywork episodes distribution across the county. If we consider this and the table below which shows the top 20 most deprived wards and the number of 0-19 keywork episodes 2017-18, we can see that the higher concentrations of keywork episodes are in the most deprived wards.

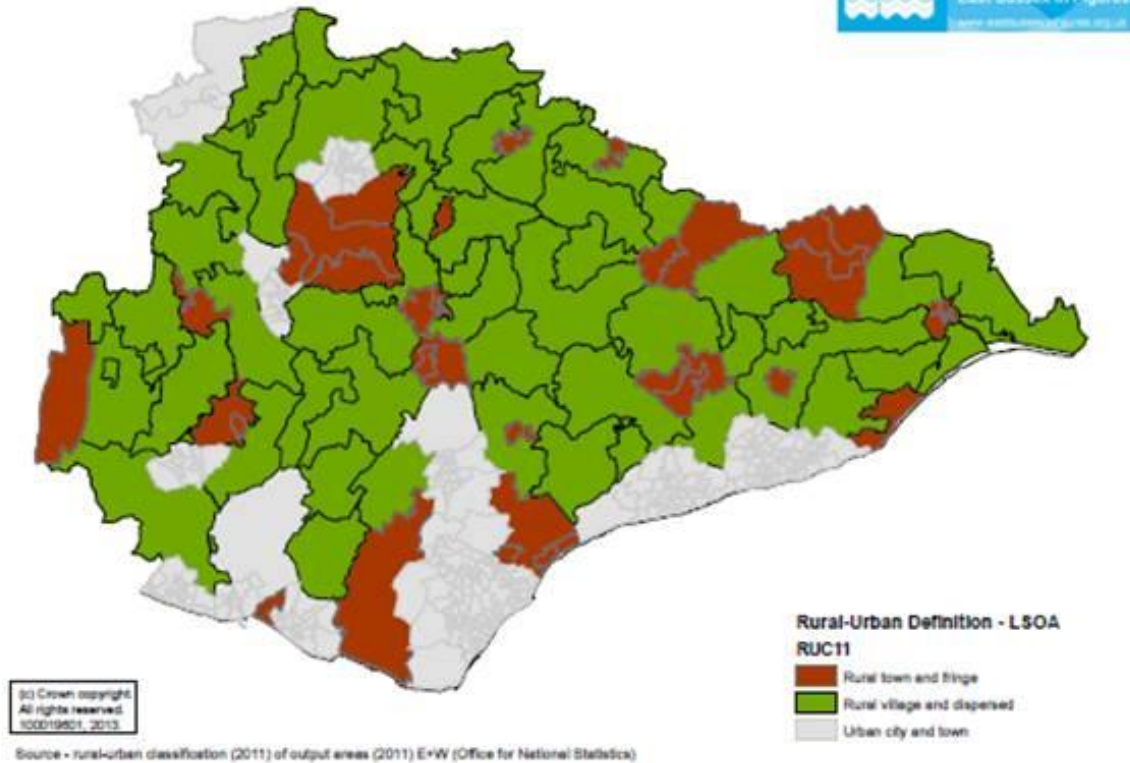
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Top 20 most deprived wards ranked by deprivation (most deprived at the top)	Area	Total number of children aged 0-15	Number of children living in families affected by income deprivation	Percentage of children living in families affected by income deprivation	KW episodes	KW episodes as a percentage of whole population
Central St Leonards	Hastings	983	459	46.7	33	3.4
Tressell	Hastings	1,338	602	45.0	59	4.4
Baird	Hastings	1,077	464	43.1	47	4.4
Castle	Hastings	1,195	467	39.1	32	2.7
Hollington	Hastings	1,484	568	38.3	46	3.1
Sidley	Rother	1,343	494	36.7	36	2.7
Ore	Hastings	1,046	348	33.3	30	2.9
Gensing	Hastings	1,166	382	32.8	26	2.2
Hampden Park	Eastbourne	2,429	707	29.1	38	1.6
Central	Rother	865	248	28.7	17	2.0
Hailsham East	Wealden	698	201	28.7	24	3.4
Langney	Eastbourne	2,189	619	28.3	51	2.3
Devonshire	Eastbourne	2,376	667	28.1	50	2.1
Newhaven Valley	Lewes	818	222	27.1	23	2.8
Braybrooke	Hastings	945	252	26.7	22	2.3
Rye	Rother	688	183	26.6	9	1.3
Wishing Tree	Hastings	1,025	268	26.2	27	2.6
Peacehaven West	Lewes	670	167	25.0	23	3.4
Eastern Rother	Rother	684	157	23.0	15	2.2
Newhaven D & M	Lewes	1,602	357	22.3	42	2.6

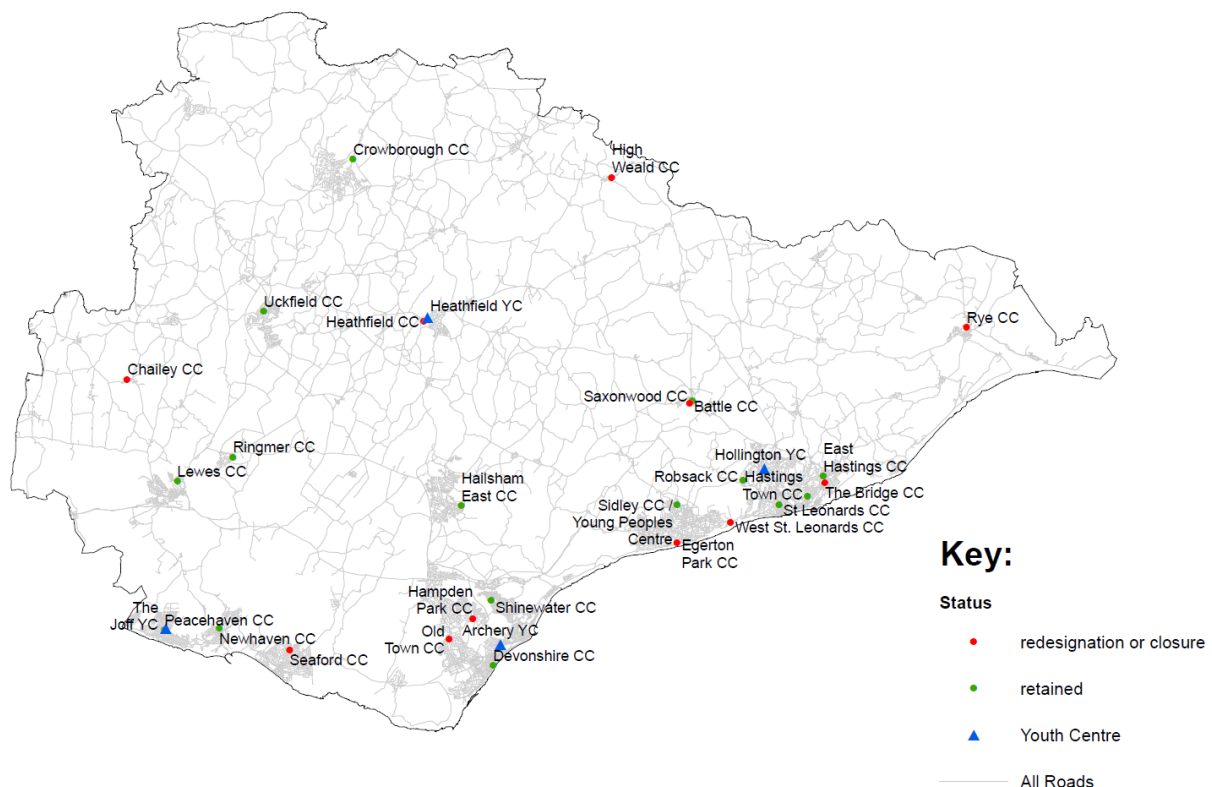
Rurality

The maps below are set together to demonstrate the correlation between urban/rural geographical designations in East Sussex and the Children's Centres that are proposed for change:

Lower super output areas: Rural-Urban Typology



Children's Centres & Youth Centres East Sussex - Proposed Changes



Data, Research and Information Management Team (21/08/2019)

c) Will people within these groups or affected by these factors be more affected by the proposal, project or service than those in the general population who are not in those groups or affected by these factors?

Deprivation

Social and economic deprivation is strongly associated with need for early help services (Department of Work and Pensions, Improving lives: Helping workless families, 2017).

43.5% of children who use children's centre early intervention groups are from the 30% most deprived areas.

30.5% of children who access the children's centre volunteer led groups are from the 30% most deprived areas.

52.4% of crèche attendees are from the 30% most deprived areas.

There are a particularly high percentage of users from the 30% most deprived areas, i.e. over 50% of all users in the following children's centres; Devonshire, East Hastings, Hampden Park, Hastings Town, Newhaven, Peacehaven, Robsack, Shinewater, St Leonards, West St Leonards.

There are higher concentrations of keywork episodes in wards with higher levels of deprivation.

Feedback during the public consultation included concerns that children of parents on a low income could be disadvantaged by any changes to the affordability of nursery places in Bexhill.

Rurality

Children's Centres which are proposed for relocation of services which are in or near rural areas (rural towns and fringe and in rural villages and dispersed rural areas) are:

- High Weald Children's Centre
- Chailey Children's Centre
- Ringmer Children's Centre
- Battle Children's Centre
- Rye Children's Centre
- Crowborough Children's Centre**

**Although Crowborough Children's Centre is proposed for de-designation, and it is in an 'urban' area, it is on the geographical border of an area designated as rural village and dispersed rural area. Therefore, any relocation of services from Crowborough Children's Centre may also affect the rural populations nearby.

d) What is the proposal, project or service's impact on the factor or identified group?

Deprivation

Children from the most deprived areas attending children's centre early intervention groups, volunteer led groups and crèche may be negatively impacted by the relocation of these groups if they and their parents are unable to attend they will be unable to achieve the outcomes identified in the survey of group users.

Families with lower levels of need that are from the most deprived areas may be negatively affected by the proposal to target keywork to those at risk of needing social care intervention as they might no longer be able to access support.

Rurality

There may be a negative impact on the families who may currently attend groups in the rural areas, as they may have to travel further to attend any groups currently operation from these areas.

e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?

There is flexibility in the proposal – any group work or detached youth work that is deemed for children, young people and families affected by deprivation could be carried out when needed in ESCC/partner community locations in both urban and rural areas. This will include support being provided in people's own homes, rather than in external settings.

Twelve children's centre sites and four youth work sites will be retained to enable services to be scaled up or down in support of external fundraising, so groups for families or young people affected by deprivation may be able to be run should funding be achieved in the future. Uckfield Children's Centre is also proposed to be retained, and this serves the rural areas nearby.

There are ongoing and promising discussions with schools and other partners regarding options to take over High Weald, Seaford, Chailey, Battle, West St Leonards, Old Town (Eastbourne), Ringmer, Crowborough, Rye and Egerton Park Children's Centres. We will seek to work in partnership with new providers to enable an ongoing early years family support offer e.g. continuing groups run by volunteers at the centre.

The Council intends to continue using 3 sites for services when needed on a room-hire basis: The Bridge in Hastings, Newhaven and Heathfield.

Room hire will also be available at these sites for community organisations to continue to run activities families or young people affected by deprivation (although no crèche will be available).

The five mandatory Health Visiting checks will continue. As such 0-5s and their parents affected by deprivation will be seen by Health Visitors and those identified as requiring support (that would otherwise result in social care intervention) can still be referred to keywork support or family group work if this is deemed the most appropriate.

Other services, e.g. schools, can still refer families affected by deprivation, directly at risk of referral to social care to the keywork service for support.

4.10 Human rights - Human rights place all public authorities – under an obligation to treat you with fairness, equality, dignity, respect and autonomy. **Please look at the table below to consider if your proposal, project or service may potentially interfere with a human right.**

Articles	
A2	Right to life (e.g. pain relief, suicide prevention)
A3	Prohibition of torture, inhuman or degrading treatment (service users unable to consent, dignity of living circumstances)
A4	Prohibition of slavery and forced labour (e.g. safeguarding vulnerable adults)
A5	Right to liberty and security (financial abuse)
A6 & 7	Rights to a fair trial; and no punishment without law (e.g. staff tribunals)
A8	Right to respect for private and family life, home and correspondence (e.g. confidentiality, access to family)
A9	Freedom of thought, conscience and religion (e.g. sacred space, culturally appropriate approaches)
A10	Freedom of expression (whistle-blowing policies)
A11	Freedom of assembly and association (e.g. recognition of trade unions)
A12	Right to marry and found a family (e.g. fertility, pregnancy)
Protocols	
P1.A1	Protection of property (service users property/belongings)
P1.A2	Right to education (e.g. access to learning, accessible information)
P1.A3	Right to free elections (Elected Members)

Part 5 – Conclusions and recommendations for decision makers

5.1 Summarise how this proposal/policy/strategy will show due regard for the three aims of the general duty across all the protected characteristics and ESCC additional groups.

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010.
- Advance equality of opportunity between people from different groups.
- Foster good relations between people from different groups.

5.2 Impact assessment outcome Based on the analysis of the impact in part four mark below ('X') with a summary of your recommendation.

X	Outcome of impact assessment	Please explain your answer fully.
X	A No major change – Your analysis demonstrates that the policy/strategy is robust, and mitigation proposals have been identified where there is potential for negative impact. There is no unlawful discrimination and you have taken all appropriate opportunities to advance equality and foster good relations between groups.	<p>The proposals take into account other relevant services and include measures to mitigate potential negative impact. These include the following:</p> <p>Healthy Child Programme Activities funded through the Public Health ring-fenced grant will continue to be delivered. Activities delivered by communities will be signposted to other possible venues.</p>
	B Adjust the policy/strategy – This involves taking steps to remove barriers or to better advance equality. It can mean introducing measures to mitigate the potential effect.	<p>A wide range of factors were used to inform the assessment of East Sussex children's centres, in order to minimise impact on vulnerable 0-5s and their families. The key factors considered were:</p>
	C Continue the policy/strategy - This means adopting your proposals, despite any adverse effect or missed opportunities to advance equality, provided you have satisfied yourself that it does not unlawfully discriminate	<ul style="list-style-type: none"> • Current usage to provide activities/sessions/services to families. • No council buildings nearby into which services could be integrated. • Capacity and suitability for providing staff accommodation for future services.
	D Stop and remove the policy/strategy – If there are adverse effects that are not justified and cannot be mitigated, you will want to consider stopping the policy/strategy altogether. If a policy/strategy shows unlawful discrimination it <i>must</i> be removed or changed.	<ul style="list-style-type: none"> • Suitably located to service areas of high need / countywide reach. • Value for money. <p>The goal is to continue early years or education support in as many locations as possible and there are ongoing and promising discussions with partners to secure this for ten centres. If necessary, services may be transferred to other nearby community locations.</p> <p>Although the number of families that the service will work with is expected to reduce, focussed interventions and targeted group work will be used whenever appropriate, in order to support as many families as possible.</p>

		<p>In locations where targeted family group work or youth work are needed but no East Sussex County Council building exists, nearby community venues and buildings will be used.</p> <p>Room hire will also be available at the twelve retained children's centres and four youth centres for community organisations to continue to run activities.</p> <p>The five mandatory Health Visiting checks will continue. As such 0-5s will still be seen by Health Visitors and those identified as requiring support (that are more likely to result in social care intervention) can still be referred to keywork support or family group work if this is deemed the most appropriate. Those children identified as Level 2 will be referred to Community Nursery Nurse support as required.</p> <p>Other services, e.g. schools, can still refer families directly at risk of referral to social care to the keywork service for support.</p> <p>The Council has agreed to provide the two nurseries in Bexhill until September 2020 to minimise the disruption experienced by children and families. After September 2020, nurseries in Bexhill would no longer be operated by the Council, which would instead work with other providers to secure, so far as is reasonably practicable, sufficient nursery places in the area.</p> <p>Mitigations include identifying two elements in the new vision and Strategy which focus on collaboration, such as seeking external funding in collaboration with partners for early help preventative services.</p> <p>Children's Services will ensure that 'disability' and 'ethnicity' are included in the monitoring categories for children, young people and families that the services work with.</p> <p>Keyworkers will continue to work with families in a range of appropriate settings including the family home, schools and other community venues.</p> <p>In summary: the proposal contains some flexibility - there is scope to deliver group work sessions if deemed necessary. Health Visiting and the Healthy Child Programme will continue and, as such families at risk of social care intervention can still be identified and referred for early help. Others services e.g. schools can continue to refer families that are high risk. Some buildings will be retained that will be available for community use or should future funding become available.</p>
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5.3 What equality monitoring, evaluation, review systems have been set up to carry out regular checks on the effects of the proposal, project or service?

Children's Services Strategic Planning Group

5.6 When will the amended proposal, project or service be reviewed?

Ongoing service review through service user feedback and audits.

Date completed:	5 September 2019	Signed by (person completing)	Atiya Gourlay
		Role of person completing	Equality & Participation Manager
Date:	5 September 2019	Signed by (Manager)	Stuart Gallimore

Part 6 – Equality impact assessment action plan

If this will be filled in at a later date when the final proposals have been decided please tick here and fill in the summary report.

X

The table below should be completed using the information from the equality impact assessment to produce an action plan for the implementation of the proposals to:

- 1. Lower the negative impact, and/or
- 2. Ensure that the negative impact is legal under anti-discriminatory law, and/or
- 3. Provide an opportunity to promote equality, equal opportunity and improve relations within equality target groups, i.e. increase the positive impact
- 4. If no actions fill in separate summary sheet.

Please ensure that you update your service/business plan within the equality objectives/targets and actions identified below:

Area for improvement	Changes proposed	Lead Manager	Timescale	Resource implications	Where incorporated/flagged? (e.g. business plan/strategic plan/steering group/DMT)

6.1 Accepted Risk (to be completed following the public consultation period ends in October 2019)

From your analysis please identify any risks not addressed giving reasons and how this has been highlighted within your Directorate:

Area of Risk	Type of Risk? (Legal, Moral, Financial)	Can this be addressed at a later date? (e.g. next financial year/through a business case)	Where flagged? (e.g. business plan/strategic plan/steering group/DMT)	Lead Manager	Date resolved (if applicable)



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E-mail: earlyhelp.consultation@eastsussex.gov.uk
Phone: 01273 336626

September 2019

Equality Impact Assessment

Strategy or Policy Template

Name of the strategy or policy
House Adaptations for Disabled Children and carers homes – Capital bid

File ref:	Adaptations – Carers of disabled cyp	Issue No:	
Date of Issue:	17 January 2012	Review date:	31 July 2012

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Part 1 The Public Sector Equality Duty and Equality Impact Assessments (EIA)

1.1 The Council must have due regard to its Public Sector Equality Duty when making all decisions at member and officer level. An EIA is the best method by which the Council can determine the impact of a proposal on equalities, particularly for major decisions. However, the level of analysis should be proportionate to the relevance of the duty to the service or decision.

1.2 **This is one of two forms that the County Council uses for Equality Impact Assessments, both of which are available on the intranet. This form is designed for any proposal, strategy or policy. The other form looks at services or projects.**

1.3 The Public Sector Equality Duty (PSED)

The public sector duty is set out at Section 149 of the Equality Act 2010. It requires the Council, when exercising its functions, to have “due regard” to the need to

- eliminate direct and indirect discrimination, harassment and victimisation and other conduct prohibited under the Act,
- advance equality of opportunity and foster good relations between those who share a “protected characteristic” and those who do not share that protected characteristic (see below for “protected characteristics”
- foster good relations between persons who share a relevant protected characteristic and persons who do not share it

These are sometimes called equality aims.

1.4 A “protected characteristic” is defined in the Act as:

- age;
- disability;
- gender reassignment;
- pregnancy and maternity;
- race (including ethnic or national origins, colour or nationality)
- religion or belief;
- sex;
- sexual orientation.

Marriage and civil partnership are also a protected characteristic for the purposes of the duty to eliminate discrimination.

The previous public sector equalities duties only covered race, disability and gender.

1.5 East Sussex County Council also considers the following additional groups/factors when carry out analysis:

- Carers – A carer spends a significant proportion of their life providing unpaid support to family or potentially friends. This could be caring for a relative, partner or friend who is ill, frail, disabled or has mental health or substance misuse problems. [Carers at the Heart of 21st Century Families and Communities, 2008]
- Literacy/Numeracy Skills

- Part time workers
- Rurality

1.6 Advancing equality (the second of the equality aims) involves:

- Removing or minimising disadvantages suffered by people due to their protected characteristic
- Taking steps to meet the needs of people from protected groups where these are different from the needs of other people including steps to take account of disabled people's disabilities
- Encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low

NB Please note that, for disabled persons, the Council must have regard to the possible need for steps that amount to positive discrimination, to "level the playing field" with non-disabled persons, e.g. in accessing services through dedicated car parking spaces.

1.6 Guidance on Compliance with The Public Sector Equality Duty (PSED) for officers and decision makers:

1.6.1 To comply with the duty, the Council must have "due regard" to the three equality aims set out above. This means the PSED must be considered as a factor to consider alongside other relevant factors such as budgetary, economic and practical factors.

1.6.2 What regard is "due" in any given case will depend on the circumstances. A proposal which, if implemented, would have particularly negative or widespread effects on (say) women, or the elderly, or people of a particular ethnic group would require officers and members to give considerable regard to the equalities aims. A proposal which had limited differential or discriminatory effect will probably require less regard.

1.6.3 Some key points to note :

- The duty is regarded by the Courts as being very important.
- Officers and members must be aware of the duty and give it conscious consideration: e.g. by considering open-mindedly the EIA and its findings when making a decision. When members are taking a decision, this duty can't be delegated by the members, e.g. to an officer.
- EIAs must be evidence based.
- There must be an assessment of the practical impact of decisions on equalities, measures to avoid or mitigate negative impact and their effectiveness.
- There must be compliance with the duty when proposals are being formulated by officers and by members in taking decisions: the Council can't rely on an EIA produced after the decision is made.
- The duty is ongoing: EIA's should be developed over time and there should be evidence of monitoring impact after the decision.
- The duty is not, however, to achieve the three equality aims but to consider them – the duty does not stop tough decisions sometimes being made.

- The decision maker may take into account other countervailing (i.e. opposing) factors that may objectively justify taking a decision which has negative impact on equalities (for instance, cost factors)

1.6.4 In addition to the Act, the Council is required to comply with any statutory Code of Practice issued by the Equality and Human Rights Commission. New Codes of Practice under the new Act have yet to be published. However, Codes of Practice issued under the previous legislation remain relevant and the Equality and Human Rights Commission has also published guidance on the new public sector equality duty.

Part 2 – Aims and implementation of the proposal, strategy or policy

2.1 What is being assessed?

a) Proposal or name of the strategy or policy.

House Adaptations for Disabled children and carers homes

b) What is the main purpose or aims of proposal, strategy or policy?

To present a bid to receive grants from capital strategy which, if successful, are to be used for home adaptations for foster carers that are accepting children “under permanence”. This means the child will remain with them until at least the age of 18 years. The ability to adapt a foster carers home reduces the amount of agency care that has to be purchased by ESCC.

c) Manager(s) and section or service responsible for completing the assessment

Melanie Griffin, Capital Strategy Team

2.2 Who is affected by the proposal, strategy or policy? Who is it intended to benefit and how?

Children and young people who are disabled and need either short break or permanent care support.

2.3 How is, or will, the proposal, strategy or policy be put into practice and who is, or will be, responsible for it?

Melanie Griffin, Capital Strategy Team

2.4 Are there any partners involved? E.g. NHS Trust, voluntary/community organisations, the private sector? If yes, how are partners involved?

Foster carers, care homes

2.5 Is this project or procedure affected by legislation, legislative change, service review or strategic planning activity?

Service priority to ensure we are addressing resource implications of agency care, which takes up valuable resources that could be better deployed elsewhere.

Part 3 – Methodology, consultation, data and research used to determine impact on protected characteristics.

3.1 List all examples of quantitative and qualitative data or any consultation information available that will enable the impact assessment to be undertaken.

Types of evidence identified as relevant have X marked against them			
	Employee Monitoring Data		Staff Surveys
x	Service User Data		Contract/Supplier Monitoring Data
	Recent Local Consultations		Data from other agencies, e.g. Police, Health, Fire and Rescue Services, third sector
	Complaints		Risk Assessments
	Service User Surveys		Research Findings
	Census Data		East Sussex Demographics
	Previous Equality Impact Assessments		National Reports
	Other organisations Equality Impact Assessments	x	Staff intelligence and awareness of local need

3.2 Evidence of complaints against the strategy or policy on grounds of discrimination.

No

3.3 If you carried out any consultation or research on the strategy or policy explain what consultation has been carried out.

n/a

3.4 What does the consultation, research and/or data indicate about the positive or negative impact of the strategy or policy?

Part 4 – Assessment of impact

4.1 Age: Testing of disproportionate, negative, neutral or positive impact.

- a) **How is this protected characteristic reflected in the County /District/Borough?**

This policy aims to benefit disabled children and young people who are given a level of carer by the Council.

- b) **How is this protected characteristic reflected in the population of those impacted by the proposal, strategy or policy?**

100% of the population impact are children and young people.

- c) **Will people with the protected characteristic be more affected by the proposal, policy or strategy than those in the general population who do not share that protected characteristic?**

Yes – as above

- d) **What is the proposal, strategy or policy's impact on different ages/age groups?**

Positive as it benefits them

- e) **What actions are to/ or will be taken to avoid any negative impact or to better advance equality?**

n/a

- f) **Provide details of the mitigation.**

- g) **How will any mitigation measures be monitored?**

4.2 Disability: Testing of disproportionate, negative, neutral or positive impact.

a) How is this protected characteristic reflected in the County/District/Borough?

The Fostering Service is currently marketing to target 40 additional foster/short break carers over the next year to bring the total numbers of carers to 300.

b) How is this protected characteristic reflected in the reflected in the population of those impacted by the proposal, strategy or policy?

The estimate is that 11 carers' homes will require adaptations to enable the disabled children to be given care that is not by agency provision. 100% of this policy's target population is disabled.

c) Will people with the protected characteristic be more affected by the proposal, policy or strategy than those in the general population who do not share that protected characteristic?

Yes

d) What is the proposal, strategy or policy's impact on people who have a disability?

Positive – if disabled children are placed within adapted homes of long term carers, this will create a more stable, physically and emotionally supportive environment for them.

e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?

n/a

f) Provide details of any mitigation.

g) How will any mitigation measures be monitored?

4.3 Ethnicity: Testing of disproportionate, negative, neutral or positive impact.

a) How is this protected characteristic reflected in the County/District/Borough?

Not relevant

b) How is this protected characteristic reflected in the population of those impacted by the proposal, strategy or policy?

c) Will people with the protected characteristic be more affected by the proposal, policy or strategy than those in the general population who do not share that protected characteristic?

d) What is the proposal, strategy or policy's impact on those who are from different ethnic backgrounds?

e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?

f) Provide details of any mitigation.

g) How will any mitigation measures be monitored?

4.4 Gender/Transgender: Testing of disproportionate, negative, neutral or positive impact

- a) **How is this protected characteristic target group reflected in the County/District/Borough?**

Not relevant

- b) **How is this protected characteristic reflected in the population of those impacted by the proposal, strategy or policy?**

- c) **Will people with the protected characteristic be more affected by the proposal, policy or strategy than those in the general population who do not share that protected characteristic?**

- d) **What is the proposal, strategy or policy's impact on different genders?**

- e) **What actions are to/ or will be taken to avoid any negative impact or to better advance equality?**

- f) **Provide details of any mitigation.**

- g) **How will any mitigation measures be monitored?**

4.5 Marital Status/Civil Partnership: Testing of disproportionate, negative, neutral or positive impact.

- a) **How is this protected characteristic target group reflected in the County/District/Borough?**

Not relevant

- b) **How is this protected characteristic reflected in the population of those impacted by the proposal, strategy or policy?**

- c) **Will people with the protected characteristic be more affected by the proposal, policy or strategy than those in the general population who do not share that protected characteristic?**

- d) **What is the proposal, strategy or policy's impact on people who are married or same sex couples who have celebrated a civil partnership?**

- e) **What actions are to/ or will be taken to avoid any negative impact or to better advance equality?**

- f) **Provide details of any mitigation.**

- g) **How will any mitigation measures be monitored?**

4.6 Pregnancy and maternity: Testing of disproportionate, negative, neutral or positive impact.

- a) How is this protected characteristic target group reflected in the County/District/Borough?**

Not relevant

- b) How is this protected characteristic reflected in the population of those impacted by the proposal, strategy or policy?**

- c) Will people with the protected characteristic be more affected by the proposal, policy or strategy than those in the general population who do not share that protected characteristic?**

- d) What is the proposal, strategy or policy's impact on pregnant women and women within the first 26 weeks of maternity leave?**

- e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?**

- f) Provide details of the mitigation**

- g) How will any mitigation measures be monitored?**

4.7 Religion, Belief: Testing of disproportionate, negative, neutral or positive impact.

- a) How is this protected characteristic reflected in the County/District/Borough?**

Not relevant

- b) How is this protected characteristic reflected in the population of those impacted by the proposal, strategy or policy?**
- c) Will people with the protected characteristic be more affected by the proposal, policy or strategy than those in the general population who do not share that protected characteristic.**
- d) What is the proposal, strategy or policy's impact on the people with different religions and beliefs?**
- e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?**
- f) Provide details of any mitigation.**
- g) How will any mitigation measures be monitored?**

4.8 Sexual Orientation - Gay, Lesbian, Bisexual and Heterosexual: Testing of disproportionate, negative, neutral or positive impact.

- a) How is this protected characteristic reflected in the County/District/Borough?**

Not relevant

- b) How is this protected characteristic reflected in the population of those impacted by the proposal, strategy or policy?**

- c) Will people with the protected characteristic be more affected by the proposal, policy or strategy than those in the general population who do not share that protected characteristic?**

- d) What is the proposal, strategy or policy's impact on people with differing sexual orientation?**

- e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?**

- f) Provide details of the mitigation**

- g) How will any mitigation measures be monitored?**

4.9 Other: Additional groups/factors that may experience impacts - testing of disproportionate, negative, neutral or positive impact.

- a) How are these groups/factors reflected in the County/District/Borough?**
- b) How is this group/factor reflected in the population of those impacted by the proposal, strategy or policy?**
- c) Will people within these groups or affected by these factors be more affected by the proposal, policy or strategy than those in the general population who are not in those groups or affected by these factors?**
- d) What is the proposal, strategy or policy's impact on the factor or identified group?**
- e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?**
- f) Provide details of the mitigation.**
- g) How will any mitigation measures be monitored?**

4.10 Human rights- Human rights place all public authorities – under an obligation to treat you with fairness, equality, dignity, respect and autonomy. **Please look at the table below to consider if your proposal, policy or strategy may potentially interfere with a human right.**

Articles	
A2	Right to life (e.g. pain relief, suicide prevention)
A3	Prohibition of torture, inhuman or degrading treatment (service users unable to consent, dignity of living circumstances)
A4	Prohibition of slavery and forced labour (e.g. safeguarding vulnerable adults)
A5	Right to liberty and security (financial abuse)
A6 & 7	Rights to a fair trial; and no punishment without law (e.g. staff tribunals)
A8	Right to respect for private and family life, home and correspondence (e.g. confidentiality, access to family)
A9	Freedom of thought, conscience and religion (e.g. sacred space, culturally appropriate approaches)
A10	Freedom of expression (whistle-blowing policies)
A11	Freedom of assembly and association (e.g. recognition of trade unions)
A12	Right to marry and found a family (e.g. fertility, pregnancy)
Protocols	
P1.A1	Protection of property (service users property/belongings)
P1.A2	Right to education (e.g. access to learning, accessible information)
P1.A3	Right to free elections (Elected Members)

Part 5 – Conclusions and recommendations for decision makers

5.1 Summarise how this proposal/policy/strategy will show due regard for the three aims of the general duty across all the protected characteristics and ESCC additional groups.

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010;
- Advance equality of opportunity between people from different groups
- Foster good relations between people from different groups

This proposal relates to the development of the local community's potential for better care for vulnerable children. The grants are to be used for home adaptations for foster carers who are accepting children 'under permanence' i.e. the child remains with them until at least the age of 18. The priority for the service is to get 'hard to place' children in foster homes. Some of these children may have specific behavioural or other disability issues that have prevented them from being fostered previously. The proposal will impact positively on disability.

5.2 Impact assessment outcome Based on the analysis of the impact in part four please mark below ('X') with a summary of your recommendation.

X	Outcome of impact assessment	Please explain your answer fully.
x	A No major change – Your analysis demonstrates that the policy/strategy is robust and the evidence shows no potential for discrimination and that you have taken all appropriate opportunities to advance equality and foster good relations between groups.	
	B Adjust the policy/strategy – This involves taking steps to remove barriers or to better advance equality. It can mean introducing measures to mitigate the potential effect.	
	C Continue the policy/strategy - This means adopting your proposals, despite any adverse effect or missed opportunities to advance equality, provided you have satisfied yourself that it does not unlawfully discriminate	
	D Stop and remove the policy/strategy – If there are adverse effects that are not justified and cannot be mitigated, you will want to consider stopping the policy/strategy altogether. If a policy/strategy shows unlawful discrimination it <i>must</i> be removed or changed.	

5.3 What equality monitoring, evaluation, review systems have been set up to carry out regular checks on the effects of the proposal, strategy or policy?

(Give details)

Capital Strategy Team, Joint Deputy Directors meetings every 6 months

5.6 When will the amended proposal, strategy or policy be reviewed?

31 July 2012

Date completed:	16 January 2012	Signed by (person completing)	Melanie Griffin
		Role of person completing	Head of Capital Strategy
Date:	18 January 2012	Signed by (Manager)	Hazel Cunningham

Part 6 – Equality impact assessment action plan

If this will be filled in at a later date when proposals have been decided please tick here and fill in the summary report. ☐

The table below should be completed using the information from the equality impact assessment to produce an action plan for the implementation of the proposals to:

- 1. Lower the negative impact, and/or
- 2. Ensure that the negative impact is legal under anti-discriminatory law, and/or
- 3. Provide an opportunity to promote equality, equal opportunity and improve relations within equality target groups, i.e. increase the positive impact
- 4. If no actions fill in separate summary sheet.

Please ensure that you update your service/business plan within the equality objectives/targets and actions identified below:

Area for improvement	Changes proposed	Lead Manager	Timescale	Resource implications	Where incorporated/flagged? (e.g. business plan/strategic plan/steering group/DMT)

(a) 6.1 Accepted Risk

From your analysis please identify any risks not addressed giving reasons and how this has been highlighted within your Directorate:

Area of Risk	Type of Risk? (Legal, Moral, Financial)	Can this be addressed at a later date? (e.g. next financial year/through a business case)	Where flagged? (e.g. business plan/strategic plan/steering group/DMT)	Lead Manager	Date resolved (if applicable)

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Equality Impact Assessment

Strategy or Policy Template

Name of the strategy or policy
Capital Funding Adaptation Major Adaptations

File ref:		Issue No:	
Date of Issue:	June 13	Review date:	

Contents	Equality Impact Assessment	1
Part 1	The Public Sector Equality Duty and Equality Impact Assessments (EIA)	2
Part 2	– Aims and implementation of the proposal, strategy or policy	5
	The statutory duties of local authorities in connection with adaptations are laid out	
	low:	6
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How to use this form

Press F11 to jump from field to field in the form.

There are comments on some questions which you can view by pressing the show/hide pilcrow icon in the tool bar of Word. Some of you may use this to show paragraph and other punctuation marks: ¶

You can delete the comments as you would for normal text, but they will not show up if you print out the form.

Part 1 The Public Sector Equality Duty and Equality Impact Assessments (EIA)

1.1 The Council must have due regard to its Public Sector Equality Duty when making all decisions at member and officer level. An EIA is the best method by which the Council can determine the impact of a proposal on equalities, particularly for major decisions. However, the level of analysis should be proportionate to the relevance of the duty to the service or decision.

1.2 **This is one of two forms that the County Council uses for Equality Impact Assessments, both of which are available on the intranet. This form is designed for any proposal, strategy or policy. The other form looks at services or projects.**

1.3 The Public Sector Equality Duty (PSED)

The public sector duty is set out at Section 149 of the Equality Act 2010. It requires the Council, when exercising its functions, to have “due regard” to the need to

- eliminate direct and indirect discrimination, harassment and victimisation and other conduct prohibited under the Act,
- advance equality of opportunity and foster good relations between those who share a “protected characteristic” and those who do not share that protected characteristic (see below for “protected characteristics”
- foster good relations between persons who share a relevant protected characteristic and persons who do not share it

These are sometimes called equality aims.

1.4 A “protected characteristic” is defined in the Act as:

- age;
- disability;
- gender reassignment;
- pregnancy and maternity;
- race (including ethnic or national origins, colour or nationality)
- religion or belief;
- sex;
- sexual orientation.

Marriage and civil partnership are also a protected characteristic for the purposes of the duty to eliminate discrimination.

The previous public sector equalities duties only covered race, disability and gender.

1.5 East Sussex County Council also considers the following additional groups/factors when carry out analysis:

- Carers – A carer spends a significant proportion of their life providing unpaid support to family or potentially friends. This could be caring for a relative, partner or friend who is ill, frail, disabled or has mental health or substance misuse problems. [Carers at the Heart of 21st Century Families and Communities, 2008]
- Literacy/Numeracy Skills

- Part time workers
- Rurality

1.6 Advancing equality (the second of the equality aims) involves:

- Removing or minimising disadvantages suffered by people due to their protected characteristic
- Taking steps to meet the needs of people from protected groups where these are different from the needs of other people including steps to take account of disabled people's disabilities
- Encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low

NB Please note that, for disabled persons, the Council must have regard to the possible need for steps that amount to positive discrimination, to "level the playing field" with non-disabled persons, e.g. in accessing services through dedicated car parking spaces.

1.6 Guidance on Compliance with The Public Sector Equality Duty (PSED) for officers and decision makers:

1.6.1 To comply with the duty, the Council must have "due regard" to the three equality aims set out above. This means the PSED must be considered as a factor to consider alongside other relevant factors such as budgetary, economic and practical factors.

1.6.2 What regard is "due" in any given case will depend on the circumstances. A proposal which, if implemented, would have particularly negative or widespread effects on (say) women, or the elderly, or people of a particular ethnic group would require officers and members to give considerable regard to the equalities aims. A proposal which had limited differential or discriminatory effect will probably require less regard.

1.6.3 Some key points to note :

- The duty is regarded by the Courts as being very important.
- Officers and members must be aware of the duty and give it conscious consideration: e.g. by considering open-mindedly the EIA and its findings when making a decision. When members are taking a decision, this duty can't be delegated by the members, e.g. to an officer.
- EIAs must be evidence based.
- There must be an assessment of the practical impact of decisions on equalities, measures to avoid or mitigate negative impact and their effectiveness.
- There must be compliance with the duty when proposals are being formulated by officers and by members in taking decisions: the Council can't rely on an EIA produced after the decision is made.
- The duty is ongoing: EIA's should be developed over time and there should be evidence of monitoring impact after the decision.
- The duty is not, however, to achieve the three equality aims but to consider them – the duty does not stop tough decisions sometimes being made.

- The decision maker may take into account other countervailing (i.e. opposing) factors that may objectively justify taking a decision which has negative impact on equalities (for instance, cost factors)

1.6.4 In addition to the Act, the Council is required to comply with any statutory Code of Practice issued by the Equality and Human Rights Commission. New Codes of Practice under the new Act have yet to be published. However, Codes of Practice issued under the previous legislation remain relevant and the Equality and Human Rights Commission has also published guidance on the new public sector equality duty.

Part 2 – Aims and implementation of the proposal, strategy or policy

2.1 What is being assessed?

a) Proposal or name of the strategy or policy.

Adult Social Care (ASC) Capital Funding contribution towards Major Adaptations

b) What is the main purpose or aims of proposal, strategy or policy?

This proposal would adjust the existing policy on allocating Capital Funding for Major Adaptations to an individual home. The aim is to ensure a fair and equitable allocation and commitment of the Capital Adaptations Budget for Major Adaptations, taking into account some of the additional difficulties experienced by disabled and older people with a physical/functional difficulty living in the community.

Historically there has been an under spend on the East Sussex Capital Programme allocation from the capital budget which is designated for topping up funding on those adaptations that exceed the £30,000 Disabled Facilities Grant (DFG) available funding. There is an opportunity to look at if the budget could be used differently to mitigate some of the difficulties by assisting:

- Disabled individuals who need major adaptations to their property seem on paper to have sufficient funds to cover a loan for costs above £30,000 but in reality have heavy outgoing that will prevent them from taking out such a loan.
- Where individuals are assessed to contribute towards the cost of the adaptation following the grant final assessment who on paper seem to have sufficient income (assessed by the District and Borough using the national financial assessment for Disabled Facilities Grant) but in reality have heavy outgoing and are unable to get a loan. In these cases ESCC would pay the assessed contribution and require the individual to repay back the amount loan over time based on an amount they could afford.
- Where the disabled person eligible needs exceed the scope for provision by the housing authority i.e. they fall outside the mandatory provisions for a DFG

c) Manager(s) and section or service responsible for completing the assessment

Deborah Winterburn Operational Head of Service Adult Social Care

2.2 Who is affected by the proposal, strategy or policy? Who is it intended to benefit and how?

Adults with a Physical Disability

2.3 How is, or will, the proposal, strategy or policy be put into practice and who is, or will be, responsible for it?

Currently the policy is operational within Adult Social Care. Key practitioners responsible for the assessment of need eligible for funding from the capital budget are Occupational Therapy Staff. The professional staff, following an assessment of need differentiate between what is desirable – what may be a perfectly legitimate aspiration on the part of the individual and what is actually needed for which support from the public purse is justified.

When considering whether works are necessary and appropriate the assessment by the therapist must consider whether the proposed adaptation is needed in order for a care plan to be implemented and/or to enable the disabled occupant to remain in their own home, retaining or regaining a greater degree of independence.

The proposed works would be expected to meet the assessed needs of the individual and take into account both medical and physical needs. There may be also times when the psychological needs of both the disabled person and their carer will need specification consideration, particularly where the proposed works can assist in ensuring the ongoing care being given.

2.4 Are there any partners involved? E.g. NHS Trust, voluntary/community organisations, the private sector? If yes, how are partners involved?

District and Borough Housing departments are responsible for the allocation of the Disabled Facilities Budget to which this capital funding relates.

Also these partners are responsible for funding the Adaptation Support Services that support individuals through the adaptation process.

2.5 Is this project or procedure affected by legislation, legislative change, service review or strategic planning activity?

The statutory duties of local authorities in connection with adaptations are laid out below:

- National Assistance Act 1948
- The Chronically Sick and Disabled Person Act 1970
- Health and Social Services Act and Social Security Adjudication Act 1983
- Disabled Person Act 1986
- NHS and Community Care Act 1990
- Housing Construction and Regeneration Act 1996. This act requires the Housing Authorities to consult with Adult Social Care on the adaptations needs of the individual seeking help through the adaptation.
- Adult Social Care may use the principals in Fair Access to Care guidance to guide decisions on eligibility of needs.

- Part 3 – Methodology, consultation, data and research used to determine impact on protected characteristics.

3.1 List all examples of quantitative and qualitative data or any consultation information available that will enable the impact assessment to be undertaken.

Types of evidence identified as relevant have X marked against them			
	Employee Monitoring Data		Staff Surveys
	Service User Data		Contract/Supplier Monitoring Data
	Recent Local Consultations		Data from other agencies, e.g. Police, Health, Fire and Rescue Services, third sector
	Complaints		Risk Assessments
	Service User Surveys		Research Findings
x	Census Data		East Sussex Demographics
	Previous Equality Impact Assessments		National Reports
	Other organisations Equality Impact Assessments	x	Any other evidence? Strategic Housing Commissioners

3.2 Evidence of complaints against the strategy or policy on grounds of discrimination.

None reported or collated by ASC Community Relations Team

3.3 If you carried out any consultation or research on the strategy or policy explain what consultation has been carried out.

No consultation has been carried out

3.4 What does the consultation, research and/or data indicate about the positive or negative impact of the strategy or policy?

None undertaken

Part 4 – Assessment of impact

4.1 Age: Testing of disproportionate, negative, neutral or positive impact.

a) How is this protected characteristic reflected in the County /District/Borough?

The overall population of East Sussex is **527,209** (2011 Census data) and is projected to continue increasing over the next few years. The population by age breakdown for East Sussex is:

Age	Population
15-29	83,791
30-44	90,220
45-64	147,613
65+	120,722

People are living longer and by 2020, it is estimated that around 38% of the UK population will be aged 50 plus and in East Sussex the figure is likely to be as high as 50%.

We know that East Sussex has a higher than average older population with around 23% of people aged over 65, compared to the national average of 16%. There are 228,881 people aged 50+ (43.4%) in East Sussex, and 20,022 (3.8%) of these are aged over 85 – East Sussex has one of the highest populations of people aged 85+ in the UK. (2011 mid-year estimates, based on 2011 Census data). The highest percentage of people over 65 years of age is in Rother, where the figure is 28.6% of the total East Sussex population.

b) How is this protected characteristic reflected in the population of those impacted by the proposal, strategy or policy?

This policy relates to adults with a physical disability including working age and older people

c) Will people with the protected characteristic be more affected by the proposal, policy or strategy than those in the general population who do not share that protected characteristic?

1. There is a potential for a positive impact on disabled people of a working age who on paper people seem to have sufficient income (assessed by District and Borough using the national financial assessment for Disabled Facilities Grant) but in reality have heavy outgoings that may mean they are unable to get loans to cover the element of the costs of work they would be responsible for.

The proposal is to waive the necessity for individuals to apply for a loan themselves. ESCC would pay peoples assessed contribution upfront; and require weekly re-payments to recoup costs over time based on the amount they can afford to pay.

This is a change since historically the Capital Budget has only been used to fund top-up funding for major adaptations (i.e. those over the £30,000 where the Disabled Facilities Grant does not cover the full cost of works).

d) What is the proposals impact on different ages/age groups?

There will be an overall positive impact helping overcome the barriers to independent living and reduce risks posed by the living environment for older disabled people living in their own home and to support the care provided by paid or unpaid carers.

e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?

Requests for top-up funding for major adaptations are made by the person who has carried out the assessment with the individual. This is usually an Occupational Therapist. The request is made when it is known that the proposed adaptation to meet the assessed eligible need will exceed the 30K maximum DFG. This is often after an appointed

Surveyor, Environmental Health Officer or building contractor has priced the value of the works proposed.

The process to access capital funding where adaptations exceed 30K is clearly outlined in the major Adaptation Policy and Operational Instructions.

Practitioners present their case at Housing Solution Forums, held jointly with District and Boroughs to ensure that fair, consistent and cost effective solutions are considered when major adaptations are being proposed.

The allocated practitioner must then present the request at a subsequent panel chaired by the Head of Service who is the allocated budget holder for the Capital Budget in line with the Departments Scheme of Delegation.

Where an individual has been assessed to contribute towards the cost of the adaptation the individual needs to demonstrate that they are unable to afford the contribution. They are asked to provide written evidence e.g. from banks or building societies evidencing that they are unable to raise the capital required to fund their assessed contribution through equity release, re-mortgage or a person loan.

f) Provide details of the mitigation. N/A

g) How will the policy changes be monitored?

The Policy and Operational Instruction are reviewed yearly with yearly update and reminders sent to relevant practitioners.

4.2 Disability: Testing of disproportionate, negative, neutral or positive impact.

How is this protected characteristic reflected in the County/District/Borough?

Residents(working age only) with limiting long-term illness in 2011 by districts (numbers)

Type	All people	People with long-term health problem or disability	Day-to-day activities limited a little	Day-to-day activities limited a lot	People without long-term health problem or disability
Geography					
England & Wales	56075912	10048441	5278729	4769712	46027471
South East	8634750	1356204	762561	593643	7278546
East Sussex	526671	107145	58902	48243	419526
Eastbourne	99412	20831	11209	9622	78581
Hastings	90254	19956	10375	9581	70298
Lewes	97502	19054	10583	8471	78448
Rother	90588	21242	11591	9651	69346
Wealden	148915	26062	15144	10918	122853

Residents(working age only with limiting long-term illness in 2011 by districts (%))

Type	All people	People with long-term health problem or disability	Day-to-day activities limited a little	Day-to-day activities limited a lot	People without long-term health problem or disability
Geography					
England & Wales	100	17.9	9.4	8.5	82.1
South East	100	15.7	8.8	6.9	84.3
East Sussex	100	20.3	11.2	9.2	79.7
Eastbourne	100	21	11.3	9.7	79
Hastings	100	22.1	11.5	10.6	77.9
Lewes	100	19.5	10.9	8.7	80.5
Rother	100	23.4	12.8	10.7	76.6
Wealden	100	17.5	10.2	7.3	82.5

Disability Living Allowance claimants by age group in February 2012

Time period	Feb-12			
Broad age	Total	Percent aged under 16	Percent aged 16-59	Percent aged 60 and over

Geography				
Great Britain	3,267,910	10.5	50.1	39.4
South East	331,800	14.1	53.5	32.4
East Sussex	25,080	11.2	53.5	35.4

Source: Department for Work and Pensions, Longitudinal Study, NOMIS

Projected limiting long-term illness by age group, 2010-2026

Measure		Number				Percent of total population			
Age group		All people	0-17	18-64	65+	All people	0-17	18-64	65+
Geography	Year								
East Sussex	2010	105,047	4,755	43,646	56,647	20.4	4.6	15.0	46.8
	2026	124,992	4,352	42,392	78,248	23.9	4.7	15.9	47.6

Source: ESCC projections, November 2011

Projected disability by age group, 2010-2026

Measure		Number				Percent of total population			
Age group		All people	10-17	18-64	65+	All people	10-17	18-64	65+
Geography	Year								
East Sussex	2010	85,428	1,952	34,041	49,435	16.6	3.9	11.7	40.9

	2026	103,415	1,826	33,202	68,386	19.7	3.9	12.5	41.6
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Source: ESCC projections, November 2011 Employment and Support Allowance and Incapacity Benefit claimants in February 2011

b) How is this protected characteristic reflected in the population of those impacted by the proposal?

There is a potential for a positive impact on disabled people of a working age who through waiving the financial contribution in circumstances where on paper people have sufficient income (assessed by District and Borough using the national financial assessment for Disabled Facilities Grant) but in reality have heavy outgoings that may mean they are unable to get loans to cover the element of the costs of work they would be responsible for. One proposal is to waiver the necessity for individuals to apply for a loan themselves; ESCC to pay peoples assessed contribution upfront; and require weekly re-payments to recoup costs over time based on the amount they can afford to pay.

c) Will people with the protected characteristic be more affected by the proposal, policy or strategy than those in the general population who do not share that protected characteristic?

Yes – see above

d) What is the proposal, strategy or policy's impact on people who have a disability?

The proposal will have a positive impact on disabled people helping overcome the barriers to independent living and reduce risks posed by the living environment for disabled people living in their own home.

d) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?

Request for top-up funding for major adaptations are made by the allocated practitioner when it appears that an adaptation will exceed the 30K maximum DFG funding. The process to access capital funding where adaptations exceed 30K is clearly outlined in the major Adaptation Policy and Operational Instructions, Practitioners present their case at Housing Solution Forums, held jointly with District and Boroughs to ensure that fair, consistent and cost effective solutions are considered when major adaptations are being proposed. A subsequent panel is then held with the Head of Service where a discretionary top-up funding is requested.

f) Provide details of any mitigation. N/A

g) How will policy changes be monitored?

The Policy and Operational Instruction are reviewed yearly with yearly update and reminders sent to relevant practitioners & through the panel process

4.3 Ethnicity: Testing of disproportionate, negative, neutral or positive impact.

Not applicable- Neutral impact

4.4 Gender/Transgender: Testing of disproportionate, negative, neutral or positive impact

a) How is this protected characteristic target group reflected in the County/District/Borough?

Not applicable- neutral impact

4.5 Marital Status/Civil Partnership: Testing of disproportionate, negative, neutral or positive impact.

Not applicable

4.6 Pregnancy and maternity: Testing of disproportionate, negative, neutral or positive impact.

Not applicable

4.7 Religion, Belief: Testing of disproportionate, negative, neutral or positive impact.

Not applicable

4.8 Sexual Orientation - Gay, Lesbian, Bisexual and Heterosexual: Testing of disproportionate, negative, neutral or positive impact.

Not applicable

4.9 Other: Additional groups/factors that may experience impacts - testing of disproportionate, negative, neutral or positive impact.

- **Carers**

a) **How are these groups/factors reflected in the County/District/Borough?**

Carers

Table 2.4: Carers as a percentage of the total caring population by gender, health and Black and Ethnic Minority

	Total number of carers	total number of carers providing 20-49 hours of caring per week	Number of carers providing 50+ hours of caring per week	% of carers providing 50+ hours of caring	Total number of female carers	Total number of male carers	Total number of carers from black and ethnic minority groups	% of carers in poor health	% of carers providing 50+ hours of caring per week and also in poor health
East Sussex County	50,648	4,633	9,803	19.35%	29,643	21,005	2,094	10.22%	18.77%
Eastbourne	8,512	911	1,837	20.95%	5,143	3,514	471	11.27%	19.91%
Hastings	8,471	896	1,987	23.01%	4,991	3,635	429	12.67%	21.58%
Lewes	9,510	862	1,682	17.34%	5,607	4,053	395	9.70%	18.22%
Rother	9,324	861	1,869	19.56%	5,566	3,892	393	10.62%	18.18%
Wealden	14,040	1,103	2,428	16.92%	8,336	5,911	506	8.19%	16.32%

b) **How is this group/factor reflected in the population of those impacted by the proposal, strategy or policy?**

c) **Will people within these groups or affected by these factors be more affected by the proposal, policy or strategy than those in the general population who are not in those groups or affected by these factors?**

This proposal will help overcome the barriers to independent living and reduce risks posed by the living environment for older and physical disabled people living in their own home. This will support the care provided by paid or unpaid carers and will be likely to contribute to reducing risk and have an overall positive impact on the health of carers in those households

d) **What is the proposal, strategy or policy's impact on the factor or identified group?**

There will be a positive impact on carers as above.

e) **What actions are to/ or will be taken to avoid any negative impact or to better advance equality?**

Request for top-up funding for major adaptations are made by the allocated practitioner when it appears that an adaptation will exceed the 30K maximum DFG

funding. The process to access capital funding where adaptations exceed 30K is clearly outlined in the major Adaptation Policy and Operational Instructions, Practitioners present their case at Housing Solution Forums, held jointly with District and Boroughs to ensure that fair, consistent and cost effective solutions are considered when major adaptations are being proposed. A subsequent panel is then held with the Head of Service where a discretionary top-up funding is requested

f) Provide details of the mitigation.

Not applicable- positive impact

g) How will any mitigation measures be monitored?

The Policy and Operational Instruction are reviewed yearly with yearly update and reminders sent to relevant practitioners

4.10 Human rights- Human rights place all public authorities – under an obligation to treat you with fairness, equality, dignity, respect and autonomy. **Please look at the table below to consider if your proposal, policy or strategy may potentially interfere with a human right.**

Articles	
A2	Right to life (e.g. pain relief, suicide prevention)
A3	Prohibition of torture, inhuman or degrading treatment (service users unable to consent, dignity of living circumstances)
A4	Prohibition of slavery and forced labour (e.g. safeguarding vulnerable adults)
A5	Right to liberty and security (financial abuse)
A6 & 7	Rights to a fair trial; and no punishment without law (e.g. staff tribunals)
A8	Right to respect for private and family life, home and correspondence (e.g. confidentiality, access to family)
A9	Freedom of thought, conscience and religion (e.g. sacred space, culturally appropriate approaches)
A10	Freedom of expression (whistle-blowing policies)
A11	Freedom of assembly and association (e.g. recognition of trade unions)
A12	Right to marry and found a family (e.g. fertility, pregnancy)
Protocols	
P1.A1	Protection of property (service users property/belongings)
P1.A2	Right to education (e.g. access to learning, accessible information)
P1.A3	Right to free elections (Elected Members)

Part 5 – Conclusions and recommendations for decision makers

5.1 Summarise how this proposal/policy/strategy will show due regard for the three aims of the general duty across all the protected characteristics and ESCC additional groups.

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010;
- Advance equality of opportunity between people from different groups

The policy changes will support independent living for disabled and older people, helping to prevent delays in necessary adaptations and essential equipment.

- Foster good relations between people from different groups

5.2 Impact assessment outcome Based on the analysis of the impact in part four please mark below ('X') with a summary of your recommendation.

X	Outcome of impact assessment	Please explain your answer fully.
	A No major change – Your analysis demonstrates that the policy/strategy is robust and the evidence shows no potential for discrimination and that you have taken all appropriate opportunities to advance equality and foster good relations between groups.	The Policy will update to reflect the changes proposed.
x	B Adjust the policy/strategy – This involves taking steps to remove barriers or to better advance equality. It can mean introducing measures to mitigate the potential effect.	
	C Continue the policy/strategy - This means adopting your proposals, despite any adverse effect or missed opportunities to advance equality, provided you have satisfied yourself that it does not unlawfully discriminate	
	D Stop and remove the policy/strategy – If there are adverse effects that are not justified and cannot be mitigated, you will want to consider stopping the policy/strategy altogether. If a policy/strategy shows unlawful discrimination it <i>must</i> be removed or changed.	

5.3 What equality monitoring, evaluation, review systems have been set up to carry out regular checks on the effects of the proposal, strategy or policy?

The Policy and Operational Instruction are reviewed yearly with yearly update and reminders sent to relevant practitioners 'About you' information is also recorded on all ASC clients and will be used to identify any trends in allocation of funds by protected characteristics. This will be overseen by the Operational Head of Service Adult Social Care.

5.6 When will the amended proposal, strategy or policy be reviewed?

April 2015

Date completed:	June 2013	Signed by (person completing)	Deborah Winterburn
		Role of person completing	Operational Head of Service Adult Social Care
Date:	June 2013	Signed by (Manager)	

Part 6 – Equality impact assessment action plan

If this will be filled in at a later date when proposals have been decided please tick here and fill in the summary report.

☐

The table below should be completed using the information from the equality impact assessment to produce an action plan for the implementation of the proposals to:

1. Lower the negative impact, and/or
2. Ensure that the negative impact is legal under anti-discriminatory law, and/or
3. Provide an opportunity to promote equality, equal opportunity and improve relations within equality target groups, i.e. increase the positive impact
4. **If no actions fill in separate summary sheet.**

Please ensure that you update your service/business plan within the equality objectives/targets and actions identified below:

Area for improvement	Changes proposed	Lead Manager	Timescale	Resource implications	Where incorporated/flagged? (e.g. business plan/strategic plan/steering group/DMT)
Cascade of the revised Major Adaptation Process updating staff on the changes	ASC funding of assessed contribution	D Winterburn	October 2013	None	DMT
Monitoring trends in allocation by protected characteristics	Oversight of About You information	D Winterburn	Annual with review of policy operation	None	DMT

Update guidance to staff and public on the changes to assessed contribution	Guidance and Public Information	D Winterburn	October 2013	None	DMT
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From your analysis please identify any risks not addressed giving reasons and how this has been highlighted within your Directorate:

Area of Risk	Type of Risk? (Legal, Moral, Financial)	Can this be addressed at a later date? (e.g. next financial year/through a business case)	Where flagged? (e.g. business plan/strategic plan/steering group/DMT)	Lead Manager	Date resolved (if applicable)

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**Keep Sustainability Plan
Reduction of opening hours**

Equality Impact Assessment

Name of the proposal, project or service
Proposed reduction to The Keep opening hours

File ref:	KSP2	Issue No:	1
Date of Issue:	December 2020	Review date:	April 2022

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Part 1 – The Public Sector Equality Duty and Equality Impact Assessments (EIA)

1.1 The Council must have due regard to its Public Sector Equality Duty when making all decisions at member and officer level. An EIA is the best method by which the Council can determine the impact of a proposal on equalities, particularly for major decisions. However, the level of analysis should be proportionate to the relevance of the duty to the service or decision.

1.2 This is one of two forms that the County Council uses for Equality Impact Assessments, both of which are available on the intranet. This form is designed for any proposal, project or service. The other form looks at services or projects.

1.3 The Public Sector Equality Duty (PSED)

The public sector duty is set out at Section 149 of the Equality Act 2010. It requires the Council, when exercising its functions, to have “due regard” to the need to

- Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited under the Act.
- Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it. (see below for “protected characteristics”

These are sometimes called equality aims.

1.4 A “protected characteristic” is defined in the Act as:

- age;
- disability;
- gender reassignment;
- pregnancy and maternity;
- race (including ethnic or national origins, colour or nationality)
- religion or belief;
- sex;
- sexual orientation.

Marriage and civil partnership are also a protected characteristic for the purposes of the duty to eliminate discrimination.

The previous public sector equalities duties only covered race, disability and gender.

1.5 East Sussex County Council also considers the following additional groups/factors when carry out analysis:

- Carers – A carer spends a significant proportion of their life providing unpaid support to family or potentially friends. This could be caring for a relative, partner or friend who is ill, frail, disabled or has mental health or substance misuse problems. [Carers at the Heart of 21stCentury Families and Communities, 2008]
- Literacy/Numeracy Skills

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- Part time workers
- Rurality

1.6 Advancing equality (the second of the equality aims) involves:

- Removing or minimising disadvantages suffered by people due to their protected characteristic
- Taking steps to meet the needs of people from protected groups where these are different from the needs of other people including steps to take account of disabled people's disabilities
- Encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low

NB Please note that, for disabled persons, the Council must have regard to the possible need for steps that amount to positive discrimination, to "level the playing field" with non-disabled persons, e.g. in accessing services through dedicated car parking spaces.

1.6 Guidance on Compliance with The Public Sector Equality Duty (PSED) for officers and decision makers:

1.6.1 To comply with the duty, the Council must have "due regard" to the three equality aims set out above. This means the PSED must be considered as a factor to consider alongside other relevant factors such as budgetary, economic and practical factors.

1.6.2 What regard is "due" in any given case will depend on the circumstances. A proposal which, if implemented, would have particularly negative or widespread effects on (say) women, or the elderly, or people of a particular ethnic group would require officers and members to give considerable regard to the equalities aims. A proposal which had limited differential or discriminatory effect will probably require less regard.

1.6.3 Some key points to note :

- The duty is regarded by the Courts as being very important.
- Officers and members must be aware of the duty and give it conscious consideration: e.g. by considering open-mindedly the EIA and its findings when making a decision. When members are taking a decision, this duty can't be delegated by the members, e.g. to an officer.
- EIAs must be evidence based.
- There must be an assessment of the practical impact of decisions on equalities, measures to avoid or mitigate negative impact and their effectiveness.
- There must be compliance with the duty when proposals are being formulated by officers and by members in taking decisions: the Council can't rely on an EIA produced after the decision is made.
- The duty is ongoing: EIA's should be developed over time and there should be evidence of monitoring impact after the decision.
- The duty is not, however, to achieve the three equality aims but to consider them – the duty does not stop tough decisions sometimes being made.

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- The decision maker may take into account other countervailing (i.e. opposing) factors that may objectively justify taking a decision which has negative impact on equalities (for instance, cost factors)

1.6.4 In addition to the Act, the Council is required to comply with any statutory Code of Practice issued by the Equality and Human Rights Commission. New Codes of Practice under the new Act have yet to be published. However, Codes of Practice issued under the previous legislation remain relevant and the Equality and Human Rights Commission has also published guidance on the new public sector equality duty.

Part 2 – Aims and implementation of the proposal, project or service

2.1 What is being assessed?

a) Proposal or name of the project or service.

The proposed reduction to The Keep public opening hours

b) What is the main purpose or aims of proposal, project or service?

The purpose of the proposal is to ensure the medium-term financial sustainability of The Keep in light of the financial pressures facing partners.

The proposal aims to reduce running costs by reducing public opening hours whilst ensuring continued public access to the collections held at the archive centre, in line with our statutory responsibility. The Keep is currently open to the public five days per week for a total of 36 hours. By shortening opening hours each day, it would be possible to continue to provide access to The Keep five days per week. Overall it is proposed that opening hours are reduced by 12 hours (33%), as detailed below:

	Current	Proposed
Monday	<i>Closed</i>	<i>Closed</i>
Tuesday	9.30am – 5pm	10am – 4pm
Wednesday	10am – 5pm	10am – 4pm
Thursday	9.30am – 5pm	10am – 1pm
Friday	9.30am – 5pm	10am – 4pm
Saturday	9.30am – 4pm	10am – 1pm
Sunday	<i>Closed</i>	<i>Closed</i>
Total	36 hours p/w	24 hours p/w

Opening hours of Accredited Archive Services (AAS) vary considerably across the country. An analysis of the average weekly opening hours of many AAS shows that most are open for an average of 30 – 40 hours per week. The proposed 24 hours

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per week of public opening time at The Keep would, however, be more than the average weekly opening hours of the Shropshire Archives, Denbighshire Archive Service, Warwickshire County Record Office, Bolton Archives and Local Studies Service, and the Cumbria County Council Record Office. The Northumberland Archives are currently open 24 hours per week on average. For comparison the West Sussex Record Office is open for 36.25 hours per week, the Surrey History Centre for 36.75 hours per week and the Kent History and Library Centre for 40 hours per week.

c) Manager(s) and section or service responsible for completing the assessment

Jack Pierce, Principal Customer Services Officer, Communities, Economy and Transport Department

2.2 Who is affected by the proposal, project or service? Who is it intended to benefit and how?

The Keep is an archive centre that offers free access to anyone wishing to make use of it. The proposed reduction in opening hours has the potential to affect anyone who chooses to visit The Keep.

In 2019, there were 6,638 visits to The Keep by members of the public to view items from the collections. Due to the impact upon typical visits to The Keep because of the Covid-19 pandemic, we have not revised this statistic from a more recent period.

The Keep partnership also open the facility for pre-booked events including talks and workshops. These pre-booked events could continue outside of public opening hours and so would not be affected by the proposed changes to public opening hours.

2.3 How is, or will, the proposal, project or service be put into practice and who is, or will be, responsible for it?

Public consultation on the proposals was held from 14 September to 25 October 2020. The results of the consultation have informed this EqIA.

Subject to the review of the consultation feedback and approval by all three partners, the new opening hours would be introduced from April 2021.

The members of The Keep Board will be jointly responsible for the proposed changes to opening hours, with the implementation led by the Team Manager, Archive Services and The Keep.

2.4 Are there any partners involved? E.g. NHS Trust, voluntary/community organisations, the private sector? If yes, how are partners involved?

The Keep partnership consists of East Sussex County Council, Brighton and Hove City Council and the University of Sussex who work collaboratively to collect and maintain archives and provide public access to archives in their collections.

The Keep Management Team and The Keep Board is comprised of representatives of the three partner organisations.

Sussex Family History Group and University of Sussex lease rooms on site. The use of these rooms would not be affected by the changes to public opening hours; the

building will remain open to volunteers, lease holders and staff six days/week with staff on site from 8am to 6pm.

2.5 Is this proposal, project or service affected by legislation, legislative change, service review or strategic planning activity?

There is a range of legal obligations and constraints which the authorities have inherited by virtue of the nomination of The Keep as a Local Place of Deposit by the National Archives, through its appointment as a Diocesan Record Office by the Diocesan bishop and as a manorial repository by the Master of the Rolls. In addition, ESRO fulfils the legal duties of ESCC, as well as BHCC and constituent district and parish councils who have chosen to discharge their duties to hold local government records relating to East Sussex and Brighton and Hove.

The public consultation and final EqlA have been undertaken before The Board consider approving any changes to opening hours. This will ensure that a clear evidence base is provided, our statutory responsibilities are adhered to and that we continue to offer reasonable public access to records.

2.6 How do people access or how are people referred to your proposal, project or service? Please explain fully.

The Keep is a public facility open to any member of the public wishing to make use of it.

2.7 If there is a referral method how are people assessed to use the proposal, project or service? Please explain fully.

N/A

2.8 How, when and where is your proposal, project or service provided? Please explain fully.

Please refer to the table in 2.1b) above which shows the current and proposed public opening hours for The Keep. The location and all other aspects of the service will remain unchanged.

Part 3 – Methodology, consultation, data and research used to determine impact on protected characteristics.

3.1 List all examples of quantitative and qualitative data or any consultation information available that will enable the impact assessment to be undertaken.

Types of evidence identified as relevant have X marked against them			
	Employee Monitoring Data		Staff Surveys
X	Service User Data		Contract/Supplier Monitoring Data
X	Recent Local Consultations		Data from other agencies, e.g. Police, Health, Fire and Rescue Services, third sector
	Complaints		Risk Assessments
X	Service User Surveys	X	Research Findings

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X	Census Data	X	East Sussex Demographics
	Previous Equality Impact Assessments		National Reports
	Other organisations Equality Impact Assessments		Any other evidence?

3.2 Evidence of complaints against the proposal, project or service on grounds of discrimination.

This is the final revised and updated EqlA following the recent public consultation regarding these proposals. No complaints on grounds of discrimination have been received to date on our proposals, or previously regarding opening hours at The Keep.

3.3 If you carried out any consultation or research on the proposal, project or service explain what consultation has been carried out.

In advance of the public consultation, the partnership collected data during the second half of 2019 in relation to the nature of customers' visits to The Keep via a customer survey. This survey data gave the project team and the Board an understanding of the likely impact on customers of a reduction in opening hours and enabled consideration of any potential mitigation that may be required, prior to an opening hours proposal being put to public consultation.

In addition, staff completed a desk survey during the same period to provide insight into the nature of interactions between staff and users during a typical week. The analysis of both of these surveys assisted the formation of the proposal which the Board agreed could be put to public consultation.

The proposals were subject to public consultation from 14 September to 25 October 2020. During the consultation period, 277 customers provided their feedback.

The public consultation questionnaire was designed to inform understanding of who our customers are, the timing, frequency and duration of their visits and what activities and tasks they are predominantly completing when visiting The Keep, as well as whether the proposed change to opening hours would impact on their ability to visit The Keep.

3.4 What does the consultation, research and/or data indicate about the positive or negative impact of the proposal, project or service?

The results of the consultation survey will inform the Board's decision regarding an alteration to opening hours. Following analysis of both the customer survey during 2019 and the feedback provided during the public consultation, it is not anticipated that the reduction in opening hours will have a disproportionately negative impact on any of the existing users as access to The Keep five days per week will be maintained. Customers will also still be able to access a range of materials via [The Keep's website](#) and the partnership is committed to the development and improvement of The Keep's digital offer.

Part 4 – Assessment of impact

4.1 Age: Testing of disproportionate, negative, neutral or positive impact.

a) How is this protected characteristic reflected in the County/District/Borough?

Protected characteristic		East Sussex	Eastbourne	Hastings	Lewes	Rother	Wealden	Brighton & Hove
Total	Total population, 2018	554,590	103,160	92,855	102,744	95,656	160,175	290,395
Age	Population, 0-15 (%) - 2018	17.1	17.3	18.6	17.3	14.9	17.1	15.6
	Population, 16-64 (%) - 2018	57.3	57.8	61.7	57.1	53.2	56.9	71.1
	Population, 65+ (%) - 2018	25.7	24.9	19.8	25.5	31.9	25.9	13.3

b) How is this protected characteristic reflected in the population of those impacted by the proposal, project or service?

Age	Number of respondents	Percentage
Under 18	0	0%
18 – 24	0	0%
25 – 34	12	4.33%
35 – 44	20	7.22%
45 – 54	30	10.83%
55 – 64	82	29.60%
65-74	95	34.30%
75+	25	9.03%
Prefer not to say	4	1.44%
No answer	29	3.25%
Total	277	100%

Respondents to the opening hours consultation from 14 September to 25 October 2020.

c) Will people with the protected characteristic be more affected by the proposal, project or service than those in the general population who do not share that protected characteristic?

The results of our surveys show that of customers to The Keep are aged 65 and over (43.3%) in addition to the 29.6% of consultees who stated they were between 55 and 64 years old. These groups therefore have the potential to be more affected by the proposals than those in the general population. However, people aged 55 and older are more likely to be retired and therefore have the flexibility to travel at alternative times of the day, within the proposed new opening hours. In response to the question about employment status, 47.3% of consultees indicated that they consider themselves to be retired whether receiving a pension or not.

d) What is the proposal, project or service's impact on different ages/age groups?

The impact of the proposals on different age groups is largely dependent on the flexibility they have to travel at different times of the day. Retired people are likely to have greater flexibility as to the time of day they visit The Keep.

The times of day of customer interactions with staff and duration of visits of existing users of The Keep have been analysed and this has been considered in the proposed, reduced opening hours, to enable people to continue to access the centre when it is most convenient for the majority of users.

People aged under 65 are more likely to work full time and therefore access The Keep on Saturdays. This age group could therefore be more impacted by the proposed closure on Saturday afternoons. However, our survey data shows that Saturdays are currently the least popular day with on average only 16 visitors per day, compared to between 27 and 35 on other days.

e) What actions are to/or will be taken to avoid any negative impact or to better advance equality?

For the protected characteristic of age, we have identified that people aged under 65 in full time employment have the potential to be more impacted by the changes than those who have the flexibility to travel at different times of the day. It is proposed to continue to provide public access to The Keep on Saturday mornings to provide a range of times and days that visitors can engage with services on site.

f) Provide details of the mitigation

The Keep will continue to be open to the public five days per week, including Saturday mornings.

In addition, [The Keep's website](#) enables customers to plan their visit to The Keep in advance as well as access some services without the need to visit The Keep building. The website is available 24 hours per day from anywhere with an internet connection. Customers can browse the catalogue, order digital or print copies and purchase research services, view the events programme and book and pay for tickets for events. 92% of consultees have internet access on a device that they own (laptop/PC, mobile phone or tablet).

Customers can register online rather than coming into the centre. This allows them to order documents they source on the catalogue (which they can then view at The Keep in hard copy), create wish-lists and save their searches for use another time.

Support is available if customers need help using the website. "Welcome Wednesday" sessions are run once a month which are supported by volunteers and help new users get to know the set up and collections and these will re-start when Covid-related restrictions permit. [How-to notes are available on the website](#), and in paper form at The Keep. These will be improved to make them more user-friendly and in plain English. Volunteer computer buddies will be recruited to support customers with low IT levels when Covid-related restrictions permit.

g) How will any mitigation measures be monitored?

We will continue to record visitor numbers at The Keep to monitor whether they affected by the changes.

We will continue to record visits to our website, to monitor whether they increase following the reduction in opening hours.

Customer feedback will continue to be monitored to inform future improvements to the website and on-site services.

4.2 Disability: Testing of disproportionate, negative, neutral or positive impact.

a) How is this protected characteristic reflected in the County /District/Borough?

Protected characteristic		East Sussex	Eastbourne	Hastings	Lewes	Rother	Wealden	Brighton & Hove
Total	Total population, 2018	554,590	103,160	92,855	102,744	95,656	160,175	290,395
Disability	Limiting long-term illness, 2011	107,145	20,831	19,956	19,054	21,242	26,062	44,569
	Projected LLTI 2017	114,741	22,407	20,822	20,400	21,744	29,367	N/A
	Projected disability, 2017	98,608	19,414	17,419	17,578	18,904	25,293	N/A

b) How is this protected characteristic reflected in the population of those impacted by the proposal, project or service?

Disability	Number of respondents	Percentage
Yes	36	13.00%
No	219	79.06%
Prefer not to say/no answer	22	7.94%
Total	277	100%

Respondents to the opening hours consultation from 14 September to 25 October 2020

Type of disability recorded by respondents to the public consultation 2020

	Number of respondents	Percentage
Physical impairment	17	29.31%
Sensory impairment	5	8.62%
Long standing illness or health condition	18	31.03%
Mental health condition	8	13.79%
Learning disability	5	8.62%
Prefer not to say/other/no answer	4	6.90%

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Other	1	1.73%
Total	58	100%

Respondents to the opening hours consultation from 14 September to 25 October 2020

c) Will people with the protected characteristic be more affected by the proposal, project or service than those in the general population who do not share that protected characteristic?

The data from the public consultation shows that 13% of respondents consider themselves to have a disability.

The proposed reduced opening hours have the potential to negatively impact those people with certain disabilities who as a result of those disabilities have to rely on a personal helper who is not available within the proposed reduced opening hours.

d) What is the proposal, project or service's impact on people who have a disability?

The proposed changes have been developed to minimise the impact for current visitors to The Keep. This has been done by opening only 30 minutes later on three days and closing only one hour earlier, with the exception of Thursday and Saturday afternoons when the building would be closed from 1pm. Please refer to the table of current and proposed opening hours in 2.1 b).

Where consultees stated they would not be able to visit the Keep within the proposed public opening hours, they were asked to give reasons. Within these responses there was not any specific or direct reference to a user's disability.

In view of consultation feedback and as a result of the way the proposed reduction in hours is spread across five days, it is not anticipated that the proposed reduction would disproportionately negatively impact disabled customers.

However, any disabled customers who are unable to visit The Keep in the reduced opening hours due to the unavailability of their personal helper or accessible transport may be more reliant on the website, research and reprographics services, or be able to visit The Keep less frequently.

e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?

A project to improve the accessibility of the website was completed in September 2020 and accessibility standards are adhered to in all correspondence and online messaging.

f) Provide details of any mitigation.

The Keep will continue to be open to the public five days per week, including Saturday mornings and additional support is available for disabled customers, including an accessible building and dedicated car parking spaces.

In addition, customers can access [The Keep website](#). The accessibility of the website was improved in September 2020. Content is available in a format

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that users can recognise and use with the senses that are available to them and is compatible with technologies to assist accessibility such as screen readers to increase font size.

Disabled access to the building and the range of support available is advertised on The Keep website to help customers to plan their visit in advance.

The website enables customers to plan their visit to The Keep in advance as well as access some services without the need to visit The Keep building. Customers can browse the catalogue, find out general information about the collections and services, view the events programme and book and pay for tickets for events.

Customers can register online rather than coming into the centre. This allows them to order documents they source on the catalogue (which they can then view at The Keep in hard copy), create wish-lists and save their searches for use another time.

Support is available if customers need help using the website. "Welcome Wednesday" sessions are run once a month which are supported by volunteers and help new users get to know the set up and collections and these will re-start when Covid-related restrictions permit. [How-to notes are available on the website](#), and in paper form at The Keep. These will be improved to make them more user-friendly and in plain English. Volunteer computer buddies will be recruited to support customers with low IT levels when Covid-related restrictions permit.

g) How will any mitigation measures be monitored?

Staff will continue to monitor feedback regarding The Keep building and website and make adjustments where appropriate.

4.3 Ethnicity: Testing of disproportionate, negative, neutral or positive impact. [Race categories are: Colour. E.g. being black or white, Nationality e.g. being a British, Australian or Swiss citizen, Ethnic or national origins e.g. being from a Roma background or of Chinese Heritage](#)

a) How is this protected characteristic reflected in the County /District/Borough?

Protected characteristic		East Sussex	Eastbourne	Hastings	Lewes	Rother	Wealden	Brighton & Hove
Race	White British (%) – 2011	91.7	87.4	89.3	92.5	94.1	93.8	80.5
	Black and Minority Ethnic group (BME) (%) – 2011	8.3	12.6	10.7	7.5	5.9	6.2	19.5

Source: Census, 2011. Aggregated data

b) How is this protected characteristic reflected in the population of those impacted by the proposal, project or service?

	Number of respondents	Percentage
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White British	222	80.14%
White Irish	6	2.17%
White Gypsy/Roma	0	0.0
White Irish Traveller	0	0.0
White other	9	3.25%
Mixed white and Black Caribbean	0	0.0
Mixed white and Black African	0	0.0
Mixed white and Asian	0	0.0
Mixed other	1	0.36%
Asian or Asian British Indian	0	0.0
Asian or Asian British Pakistani	0	0.0
Asian or Asian British Bangladeshi	0	0.0
Asian or Asian British other	0	0.0
Black or Black British Caribbean	0	0.0
Black or Black British African	1	0.36%
Black or Black British other	0	0.0
Arab	0	0.0
Chinese	0	0.0
Prefer not to say	20	7.22%
Other ethnic group	4	1.44%
No answer	14	5.05%
Total	277	100%

Respondents to the opening hours consultation from 14 September to 25 October 2020

c) Will people with the protected characteristic be more affected by the proposal, project or service than those in the general population who do not share that protected characteristic?

Over 80% of respondents to the customer survey identified as White British and therefore have the potential to be more affected by the reduction in opening hours than those of other ethnicities. The greater impact on the White British group is considered to be a reflection of the general population of users of The Keep rather than any indication of disproportionate impact related to ethnicity.

d) What is the proposal, project or service's impact on those who are from different ethnic backgrounds?

At this stage, there is not considered to be an impact for users of The Keep of the proposed changes to opening hours based on ethnicity.

e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?

No specific actions are proposed, other than the general mitigations to reduce negative impact.

f) Provide details of any mitigation.

The general approach to avoid or reduce negative impact is to continue to open five days per week.

In addition, [The Keep website](#) enables customers to plan their visit to The Keep in advance as well as access some services without the need to visit The Keep building. The website is available 24 hours per day from anywhere with an internet connection. Customers can browse the catalogue, find out general information about the collections and services, view the events programme and book and pay for tickets for events.

Customers can register as a Reader (get an account/become a member) online rather than coming into the centre. This allows them to order documents they source on the catalogue (which they can then view at The Keep in hard copy), create wish-lists and save their searches for use another time.

Support is available if customers need help using the website. "Welcome Wednesday" sessions are run once a month which are supported by volunteers and help new users get to know the set up and collections and these will re-start when Covid-related restrictions permit. [How-to notes are available on the website](#), and in paper form at The Keep. These will be improved to make them more user-friendly and in plain English. Volunteer computer buddies will be recruited to support customers with low IT levels when Covid-related restrictions permit.

g) How will any mitigation measures be monitored?

No specific actions are proposed however we will continue to monitor customer feedback to ensure that the changes do not impact customers based on ethnicity.

4.4 Gender/Transgender: Testing of disproportionate, negative, neutral or positive impact

a) How is this protected characteristic target group reflected in the County/District/Borough?

Protected characteristic		East Sussex	Eastbourne	Hastings	Lewes	Rother	Wealden	Brighton & Hove
Sex	Male (%) - 2018	48.5	48.5	48.9	48.6	48.2	48.2	50.2
	Female (%) - 2018	51.5	51.5	51.1	51.4	51.8	51.8	49.8

Source: ESIF, 2018. N.B.: Gender reassignment data is not available.

b) How is this protected characteristic reflected in the population of those impacted by the proposal, project or service?

Gender	Number of respondents	Percentage
Male	101	36.46%
Female	159	57.40%
Prefer not to say	7	2.53%
No answer	10	3.61%
Total	277	100%

Respondents to the opening hours consultation from 14 September to 25 October 2020

c) Will people with the protected characteristic be more affected by the proposal, project or service than those in the general population who do not share that protected characteristic?

The majority (57.4%) of respondents to the customer survey were female and therefore have the potential to be more impacted by the proposed changes than male visitors to The Keep. However at this stage there is not considered to be an impact based on gender.

d) What is the proposal, project or service's impact on different genders?

At this stage, there is not considered to be an impact for users of The Keep of the proposed changes to opening hours based on gender as the changes would affect all current and potential users regardless of gender.

e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?

No specific actions are proposed, other than the general mitigations to reduce negative impact.

f) Provide details of any mitigation.

The general approach to avoid or reduce negative impact is to continue to open five days per week.

In addition, [The Keep website](#) enables customers to plan their visit to The Keep in advance as well as access some services without the need to visit The Keep building. The website is available 24hrs per day from anywhere with an internet connection. Customers can browse the catalogue, find out general information about the collections and services, view the events programme and book and pay for tickets for events.

Customers can register as a Reader (get an account/become a member) online rather than coming into the centre. This allows them to order documents they source on the catalogue (which they can then view at The Keep in hard copy), create wish-lists and save their searches for use another time.

Support is available if customers need help using the website. "Welcome Wednesday" sessions are run once a month which are supported by volunteers and help new users get to know the set up and collections and these will re-start when Covid-related restrictions permit. [How-to notes are](#)

[available on the website](#), and in paper form at The Keep. These will be improved to make them more user-friendly and in plain English. Volunteer computer buddies will be recruited to support customers with low IT levels.

g) How will any mitigation measures be monitored?

No specific actions are proposed however we will continue to monitor customer feedback to ensure that the changes do not disproportionately impact customers based on gender.

4.5 Marital Status/Civil Partnership: Testing of disproportionate, negative, neutral or positive impact.

a) How is this protected characteristic target group reflected in the County/District/Borough?

Protected characteristic		East Sussex	Eastbourne	Hastings	Lewes	Rother	Wealden	Brighton & Hove
Marital & Civil Partnership status	Single (never married or never registered a same-sex civil partnership) (%) - 2011	29.1	33.3	36.5	28.7	24.7	24.9	50.1
	Married (%) - 2011	48.4	42.8	39.2	49.6	51.3	55.1	31.8
	In a registered same-sex civil partnership (%) – 2011	0.3	0.4	0.3	0.5	0.3	0.2	1.0
	Separated (but still legally married or still legally in a same-sex civil partnership) (%) – 2011	2.7	3	3.7	2.5	2.6	2.3	2.5
	Divorced or formerly in a same-sex civil partnership which is now legally dissolved (%) – 2011	10.7	11.5	12.8	10.2	10.3	9.4	9.1
	Widowed or surviving partner from a same-sex civil partnership (%) - 2011	8.7	9.1	7.4	8.4	10.8	8.2	5.5

b) How is this protected characteristic reflected in the population of those impacted by the proposal, project or service?

	Number of respondents	Percentage
Yes	165	59.57%
No	57	20.58%
Prefer not to say	33	11.91%
No answer	22	7.94%
Total	277	100%

2020 Respondents to the opening hours consultation from 14 September to 25 October

c) Will people with the protected characteristic be more affected by the proposal, project or service than those in the general population who do not share that protected characteristic?

At this stage, there is not considered to be an impact for users of The Keep of the proposed changes to opening hours based on their marital status.

- d) **What is the proposal, project or service's impact on people who are married or same sex couples who have celebrated a civil partnership?**

As above.

- e) **What actions are to/ or will be taken to avoid any negative impact or to better advance equality?**

No specific actions are proposed, other than the general mitigations to reduce negative impact.

- f) **Provide details of any mitigation.**

The general approach to avoid or reduce negative impact is to continue to open five days per week.

In addition, [The Keep website](#) enables customers to plan their visit to The Keep in advance as well as access some services without the need to visit The Keep building. The website is available 24hrs per day from anywhere with an internet connection. Customers can browse the catalogue, find out general information about the collections and services, view the events programme and book and pay for tickets for events.

Customers can register as a Reader (get an account/become a member) online rather than coming into the centre. This allows them to order documents they source on the catalogue (which they can then view at The Keep in hard copy), create wish-lists and save their searches for use another time.

Support is available if customers need help using the website. "Welcome Wednesday" sessions are run once a month which are supported by volunteers and help new users get to know the set up and collections and these will re-start when Covid-related restrictions permit. [How-to notes are available on the website](#), and in paper form at The Keep. These will be improved to make them more user-friendly and in plain English. Volunteer computer buddies will be recruited to support customers with low IT levels when Covid-related restrictions permit.

- g) **How will any mitigation measures be monitored?**

No specific actions are proposed however we will continue to monitor customer feedback to ensure that the changes do not disproportionately impact customers based on marital status.

4.6 or Pregnancy and maternity: Testing of disproportionate, negative, neutral positive impact.

- a) **How is this protected characteristic target group reflected in the County/District/Borough?**

Protected characteristic	East Sussex	Eastbourne	Hastings	Lewes	Rother	Wealden	Brighton & Hove
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Pregnancy & maternity	Live births (2018)	4,941	981	1,069	877	700	1,314	2,521
	Births per 1,000 females (2018)	8.9	9.5	11.5	8.5	7.3	8.2	8.7
	Live births by mother's country of birth - UK (%) (2018)	85.3	75.1	84.8	85.6	91.0	90.0	71.1
	Teenage pregnancy, rate per 1,000 females (2017)	15.9	13.4	30	16.4	18.1	7.5	19.3

- b) How is this protected characteristic reflected in the population of those impacted by the proposal, project or service?**

	Number of respondents	Percentage
Yes	1	0.36%
No	190	68.59%
Prefer not to say	25	9.03%
No answer	61	22.02%
	277	100%

Respondents to the opening hours consultation from 14 September to 25 October

2020

- c) Will people with the protected characteristic be more affected by the proposal, project or service than those in the general population who do not share that protected characteristic?**

At this stage, there is not considered to be an impact for users of The Keep of the proposed changes to opening hours based on this protected characteristic.

- d) What is the proposal, project or service's impact on pregnant women and women within the first 26 weeks of maternity leave?**

As above.

- e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?**

No specific actions are proposed, other than the general mitigations to reduce negative impact.

- f) Provide details of the mitigation**

The general approach to avoid or reduce negative impact is to continue to open five days per week.

In addition, [The Keep website](#) enables customers to plan their visit to The Keep in advance as well as access some services without the need to visit The Keep building. The website is available 24hrs per day from anywhere with an internet connection. Customers can browse the catalogue, find out general information about the collections and services, view the events programme and book and pay for tickets for events.

Customers can register as a Reader (get an account/become a member) online rather than coming into the centre. This allows them to order documents they source on the catalogue (which they can then view at The

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Keep in hard copy), create wish-lists and save their searches for use another time.

Support is available if customers need help using the website. "Welcome Wednesday" sessions are run once a month which are supported by volunteers and help new users get to know the set up and collections and these will re-start when Covid-related restrictions permit. [How-to notes are available on the website](#), and in paper form at The Keep. These will be improved to make them more user-friendly and in plain English. Volunteer computer buddies will be recruited to support customers with low IT levels when Covid-related restrictions permit.

g) How will any mitigation measures be monitored?

No specific actions are proposed however we will continue to monitor customer feedback to ensure that the changes do not disproportionately impact pregnant women and women within the first 26 weeks of maternity leave.

4.7 Religion, Belief: Testing of disproportionate, negative, neutral or positive impact.

a) How is this protected characteristic reflected in the County/District/Borough?

Protected characteristic		East Sussex	Eastbourne	Hastings	Lewes	Rother	Wealden	Brighton & Hove
Religion	Christian (%) – 2011	59.9	59.6	51.9	57	64.8	64	42.9
	No religion (%) – 2011	29.6	29.2	36.6	32.5	25.2	26.3	42.4
	Religion not stated (%) - 2011	8.1	8	8.3	8.2	8.2	7.9	8.8
	Muslim (%) – 2011	0.8	1.5	1.3	0.6	0.5	0.4	2.2
	Other religion (%) – 2011	0.7	0.6	0.7	0.6	0.6	0.8	0.8
	Buddhist (%) – 2011	0.4	0.5	0.5	0.5	0.3	0.3	1.0
	Hindu (%) – 2011	0.3	0.4	0.5	0.3	0.2	0.1	0.7
	Jewish (%) – 2011	0.2	0.2	0.2	0.3	0.2	0.2	1.0
	Sikh (%) – 2011	0	0.1	0	0	0	0	0.1

Source: Census 2011

b) How is this protected characteristic reflected in the population of those impacted by the proposal, project or service?

	Number of respondents	Percentage
Christian	88	88.89%
Buddhist	1	1.01%
Hindu	0	0.0
Jewish	1	1.01%
Muslim	1	1.01%
Sikh	0	0.0
Other	8	8.08%
Total	99	100%

Respondents to the opening hours consultation from 14 September to 25 October

2020

- c) Will people with the protected characteristic be more affected by the proposal, project or service than those in the general population who do not share that protected characteristic?**

At this stage, there is not considered to be an impact for users of The Keep of the proposed changes to opening hours based on religion.

- d) What is the proposal, project or service's impact on the people with different religions and beliefs?**

As above.

- e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?**

No specific actions are proposed, other than the general mitigations to reduce negative impact.

- f) Provide details of any mitigation.**

The general approach to avoid or reduce negative impact is to continue to open five days per week.

In addition, [The Keep website](#) enables customers to plan their visit to The Keep in advance as well as access some services without the need to visit The Keep building. The website is available 24hrs per day from anywhere with an internet connection. Customers can browse the catalogue, find out general information about the collections and services, view the events programme and book and pay for tickets for events.

Customers can register as a Reader (get an account/become a member) online rather than coming into the centre. This allows them to order documents they source on the catalogue (which they can then view at The Keep in hard copy), create wish-lists and save their searches for use another time.

Support is available if customers need help using the website. "Welcome Wednesday" sessions are run once a month which are supported by volunteers and help new users get to know the set up and collections and these will re-start when Covid-related restrictions permit. [How-to notes are available on the website](#), and in paper form at The Keep. These will be improved to make them more user-friendly and in plain English. Volunteer computer buddies will be recruited to support customers with low IT levels when Covid-related restrictions permit.

- g) How will any mitigation measures be monitored?**

No specific actions are proposed however we will continue to monitor customer feedback to ensure that the changes do not disproportionately impact people who follow a particular religion or hold a particular belief.

**4.8 Sexual Orientation - Gay, Lesbian, Bisexual and Heterosexual:
Testing of disproportionate, negative, neutral or positive impact.**

a) How is this protected characteristic reflected in the County/District/Borough?

Sexual Orientation	UK estimate
Heterosexual	93.5%
Lesbian or Gay	1.1%
Bisexual	0.4%
Other	0.3%
Did not answer	4.7%
Total	100%

Source: ONS, Self-Perceived Identity Overview, 2012

b) How is this protected characteristic reflected in the population of those impacted by the proposal, project or service?

	Number of respondents	Percentage
Bi/Bisexual	5	1.81%
Heterosexual	192	70.40%
Gay woman / lesbian	5	1.81%
Gay man	9	3.25%
Other	2	0.72%
Prefer not to say	41	14.8%
No answer	20	7.22%
Total	277	100%

Respondents to the opening hours consultation from 14 September to 25 October

2020

c) Will people with the protected characteristic be more affected by the proposal, project or service than those in the general population who do not share that protected characteristic?

At this stage, there is not considered to be an impact for users of The Keep of the proposed changes to opening hours based on sexual orientation.

d) What is the proposal, project or service's impact on people with differing sexual orientation?

As above.

e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?

No specific actions are proposed, other than the general mitigations to reduce negative impact.

f) Provide details of the mitigation

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The general approach to avoid or reduce negative impact is to continue to open five days per week.

In addition, [The Keep website](#) enables customers to plan their visit to The Keep in advance as well as access some services without the need to visit The Keep building. The website is available 24hrs per day from anywhere with an internet connection. Customers can browse the catalogue, find out general information about the collections and services, view the events programme and book and pay for tickets for events.

Customers can register as a Reader (get an account/become a member) online rather than coming into the centre. This allows them to order documents they source on the catalogue (which they can then view at The Keep in hard copy), create wish-lists and save their searches for use another time.

Support is available if customers need help using the website. "Welcome Wednesday" sessions are run once a month which are supported by volunteers and help new users get to know the set up and collections and these will re-start when Covid-related restrictions permit. [How-to notes are available on the website](#), and in paper form at The Keep. These will be improved to make them more user-friendly and in plain English. Volunteer computer buddies will be recruited to support customers with low IT levels.

g) How will any mitigation measures be monitored?

No specific actions are proposed however we will continue to monitor customer feedback to ensure that the changes do not disproportionately impact people with this protected characteristic.

4.9 Other: Additional groups/factors that may experience impacts - testing of disproportionate, negative, neutral or positive impact.

4.9.1 Additional Factor 1: Carers

a) How are these groups/factors reflected in the County/District/Borough?

Provision of unpaid care, East Sussex and District (Percentage)

	East Sussex	Eastbourne	Hastings	Lewes	Rother	Wealden	Brighton and Hove ¹
People provide no unpaid care	88.7	89.4	89.5	88.2	87.6	88.8	
People provide unpaid care	11.3	10.6	10.5	11.8	12.4	11.2	
Provides 1 to 19 hours unpaid care a week	7.5	6.7	6.3	8.2	8	8	
Provides 20 to 49 hours unpaid care a week	1.3	1.3	1.5	1.2	1.4	1.2	
Provides 50 or more hours unpaid care a week	2.5	2.6	2.7	2.4	3	2.1	

¹ Data for B&H to add

b) How is this group/factor reflected in the population of those impacted by the proposal, project or service?

	Number of respondents	Percentage
Yes	28	10.11%
No	206	74.37%
Prefer not to say	11	3.97%
Not answered	32	11.55%
Total	277	100%

Respondents to the opening hours consultation from 14 September to 25 October

2020

c) Will people within these groups or affected by these factors be more affected by the proposal, project or service than those in the general population who are not in those groups or affected by these factors?

Due to caring responsibilities, carers may have less flexibility about the time and day that they can visit The Keep compared to other members of the public.

d) What is the proposal, project or service's impact on the factor or identified group?

The proposed changes have been developed to minimise the impact for current visitors to The Keep. This has been done by opening only 30 minutes later on three days and closing only one hour earlier, with the exception of Thursday and Saturday afternoons when the building would be closed from 1pm. Please refer to the table of current and proposed opening hours in 2.1 b).

As a result of the way the proposed reduction in hours is spread across five days, it is not anticipated that the proposed reduction would disproportionately negatively impact customers with caring responsibilities.

However, if people with caring responsibilities were unable to visit within the reduced hours they would be more reliant on the website or be able to visit The Keep less frequently.

e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?

A project to improve the accessibility of the website was completed in September 2020 and accessibility standards are adhered to in all correspondence and online messaging.

f) Provide details of the mitigation.

The general approach to avoid or reduce negative impact is to continue to open five days per week.

In addition, [The Keep website](#) enables customers to plan their visit to The Keep in advance as well as access some services without the need to visit The Keep building. The website is available 24hrs per day from anywhere with

an internet connection. Customers can browse the catalogue, find out general information about the collections and services, view the events programme and book and pay for tickets for events.

Customers can register as a Reader (get an account/become a member) online rather than coming into the centre. This allows them to order documents they source on the catalogue (which they can then view at The Keep in hard copy), create wish-lists and save their searches for use another time.

Support is available if customers need help using the website. “Welcome Wednesday” sessions are run once a month which are supported by volunteers and help new users get to know the set up and collections and these will re-start when Covid-related restrictions permit. [How-to notes are available on the website](#), and in paper form at The Keep. These will be improved to make them more user-friendly and in plain English. Volunteer computer buddies will be recruited to support customers with low IT levels when Covid-related restrictions permit.

g) How will any mitigation measures be monitored?

No specific actions are proposed however we will continue to monitor customer feedback to ensure that the changes do not disproportionately impact people with this protected characteristic.

4.10 Human rights - Human rights place all public authorities – under an obligation to treat you with fairness, equality, dignity, respect and autonomy. **Please look at the table below to consider if your proposal, project or service may potentially interfere with a human right.**

Articles	
A2	Right to life (e.g. pain relief, suicide prevention)
A3	Prohibition of torture, inhuman or degrading treatment (service users unable to consent, dignity of living circumstances)
A4	Prohibition of slavery and forced labour (e.g. safeguarding vulnerable adults)
A5	Right to liberty and security (financial abuse)
A6 & 7	Rights to a fair trial; and no punishment without law (e.g. staff tribunals)
A8	Right to respect for private and family life, home and correspondence (e.g. confidentiality, access to family)
A9	Freedom of thought, conscience and religion (e.g. sacred space, culturally appropriate approaches)
A10	Freedom of expression (whistle-blowing policies)

A11	Freedom of assembly and association (e.g. recognition of trade unions)
A12	Right to marry and found a family (e.g. fertility, pregnancy)
Protocols	
P1.A1	Protection of property (service users property/belongings)
P1.A2	Right to education (e.g. access to learning, accessible information)
P1.A3	Right to free elections (Elected Members)

Part 5 – Conclusions and recommendations for decision makers

5.1 Summarise how this proposal/policy/strategy will show due regard for the three aims of the general duty across all the protected characteristics and ESCC additional groups.

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010;
- Advance equality of opportunity between people from different groups
- Foster good relations between people from different groups

The proposed reduction to The Keep opening hours has been developed to avoid disproportionate impact on current users while achieving the required financial saving in order to ensure the medium-term sustainability of The Keep.

Appropriate mitigations have been put in place to avoid unlawful discrimination and advance equality of opportunity. The efficacy of these mitigations will continue to be monitored.

The Keep contributes to the three aims of the general duty by seeking to offer equal access to everyone who wishes to view the archives in our collections.

5.2 **Impact assessment outcome** Based on the analysis of the impact in part four mark below ('X') with a summary of your recommendation.

X	Outcome of impact assessment	Please explain your answer fully.
	A No major change – Your analysis demonstrates that the policy/strategy is robust, and the evidence shows no potential for discrimination and that you have taken all appropriate opportunities to advance equality and foster good relations between groups.	This is a final EqlA following assessment of the data collected during the public consultation regarding the proposed change to opening hours.
	B Adjust the policy/strategy – This involves taking steps to remove barriers or to better	Based on our analysis of public consultation data from 14 September to 25 October 2020, the

	advance equality. It can mean introducing measures to mitigate the potential effect.	partnership is satisfied that the adoption of revised opening hours will not unlawfully discriminate against The Keep's current and potential users and that we have taken reasonable steps to ensure the needs and views of protected groups have been considered among existing users of The Keep.
X	C Continue the policy/strategy - This means adopting your proposals, despite any adverse effect or missed opportunities to advance equality, provided you have satisfied yourself that it does not unlawfully discriminate	
	D Stop and remove the policy/strategy – If there are adverse effects that are not justified and cannot be mitigated, you will want to consider stopping the policy/strategy altogether. If a policy/strategy shows unlawful discrimination it <i>must</i> be removed or changed.	

5.3 What equality monitoring, evaluation, review systems have been set up to carry out regular checks on the effects of the proposal, project or service?

Customer complaints arising from the proposed changes to opening hours will be monitored and kept under review by the Keep Management Team at three-monthly intervals for a period of 12 months.

5.4 When will the amended proposal, proposal, project or service be reviewed?

If approved, the proposed changes would be implemented in April 2021 and would be reviewed 12 months after implementation in April 2022.

Date completed:	1/12/2020	Signed by (person completing)	Jack Pierce
		Role of person completing	Principal Customer Services Officer
Date:	4/12/20	Signed by (Manager)	Lucy Corrie

Part 6 – Equality impact assessment action plan

If this will be filled in at a later date when proposals have been decided please tick here and fill in the summary report.

X

The table below should be completed using the information from the equality impact assessment to produce an action plan for the implementation of the proposals to:

- 1. Lower the negative impact, and/or
- 2. Ensure that the negative impact is legal under anti-discriminatory law, and/or
- 3. Provide an opportunity to promote equality, equal opportunity and improve relations within equality target groups, i.e. increase the positive impact
- 4. If no actions fill in separate summary sheet.

Please ensure that you update your service/business plan within the equality objectives/targets and actions identified below:

Area for improvement	Changes proposed	Lead Manager	Timescale	Resource implications	Where incorporated/flagged? (e.g. business plan/strategic plan/steering group/DMT)

6.1 Accepted Risk

From your analysis please identify any risks not addressed giving reasons and how this has been highlighted within your Directorate:

Area of Risk	Type of Risk? (Legal, Moral, Financial)	Can this be addressed at a later date? (e.g. next financial year/through a business case)	Where flagged? (e.g. business plan/strategic plan/steering group/DMT)	Lead Manager	Date resolved (if applicable)



Equality Impact Assessment

Project or Service Template

Name of the proposal, project or service
Schools Basic Need Capital Programme

File ref:	Schools Basic Need Capital Programme to 2023/24	Issue No:	1.0
Date of Issue:	January 2021	Review date:	March 2024

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Part 1 – The Public Sector Equality Duty and Equality Impact Assessments (EIA)

1.1 The Council must have due regard to its Public Sector Equality Duty when making all decisions at member and officer level. An EIA is the best method by which the Council can determine the impact of a proposal on equalities, particularly for major decisions. However, the level of analysis should be proportionate to the relevance of the duty to the service or decision.

1.2 This is one of two forms that the County Council uses for Equality Impact Assessments, both of which are available on the intranet. This form is designed for any proposal, project or service. The other form looks at services or projects.

1.3 The Public Sector Equality Duty (PSED)

The public sector duty is set out at Section 149 of the Equality Act 2010. It requires the Council, when exercising its functions, to have “due regard” to the need to

- Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited under the Act.
- Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it. (see below for “protected characteristics”)

These are sometimes called equality aims.

1.4 A “protected characteristic” is defined in the Act as:

- age;
- disability;
- gender reassignment;
- pregnancy and maternity;
- race (including ethnic or national origins, colour or nationality)
- religion or belief;
- sex;
- sexual orientation.

Marriage and civil partnership are also a protected characteristic for the purposes of the duty to eliminate discrimination.

The previous public sector equalities duties only covered race, disability and gender.

1.5 East Sussex County Council also considers the following additional groups/factors when carry out analysis:

- Carers – A carer spends a significant proportion of their life providing unpaid support to family or potentially friends. This could be caring for a relative, partner or friend who is ill, frail, disabled or has mental health or substance misuse problems. [Carers at the Heart of 21st Century Families and Communities, 2008]
- Literacy/Numeracy Skills
- Part time workers
- Rurality

1.6 Advancing equality (the second of the equality aims) involves:

- Removing or minimising disadvantages suffered by people due to their protected characteristic

Equality Impact Assessment

- Taking steps to meet the needs of people from protected groups where these are different from the needs of other people including steps to take account of disabled people's disabilities
- Encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low

NB Please note that, for disabled persons, the Council must have regard to the possible need for steps that amount to positive discrimination, to "level the playing field" with non-disabled persons, e.g. in accessing services through dedicated car parking spaces.

1.6 Guidance on Compliance with The Public Sector Equality Duty (PSED) for officers and decision makers:

1.6.1 To comply with the duty, the Council must have "due regard" to the three equality aims set out above. This means the PSED must be considered as a factor to consider alongside other relevant factors such as budgetary, economic and practical factors.

1.6.2 What regard is "due" in any given case will depend on the circumstances. A proposal which, if implemented, would have particularly negative or widespread effects on (say) women, or the elderly, or people of a particular ethnic group would require officers and members to give considerable regard to the equalities aims. A proposal which had limited differential or discriminatory effect will probably require less regard.

1.6.3 *Some key points to note :*

- The duty is regarded by the Courts as being very important.
- Officers and members must be aware of the duty and give it conscious consideration: e.g. by considering open-mindedly the EIA and its findings when making a decision. When members are taking a decision, this duty can't be delegated by the members, e.g. to an officer.
- EIAs must be evidence based.
- There must be an assessment of the practical impact of decisions on equalities, measures to avoid or mitigate negative impact and their effectiveness.
- There must be compliance with the duty when proposals are being formulated by officers and by members in taking decisions: the Council can't rely on an EIA produced after the decision is made.
- The duty is ongoing: EIA's should be developed over time and there should be evidence of monitoring impact after the decision.
- The duty is not, however, to achieve the three equality aims but to consider them – the duty does not stop tough decisions sometimes being made.
- The decision maker may take into account other countervailing (i.e. opposing) factors that may objectively justify taking a decision which has negative impact on equalities (for instance, cost factors)

1.6.4 In addition to the Act, the Council is required to comply with any statutory Code of Practice issued by the Equality and Human Rights Commission. New Codes of Practice under the new Act have yet to be published. However, Codes of Practice issued under the previous legislation remain relevant and the Equality and Human Rights Commission has also published guidance on the new public sector equality duty.

Part 2 – Aims and implementation of the proposal, project or service

2.1 What is being assessed?

a) Proposal or name of the project or service.

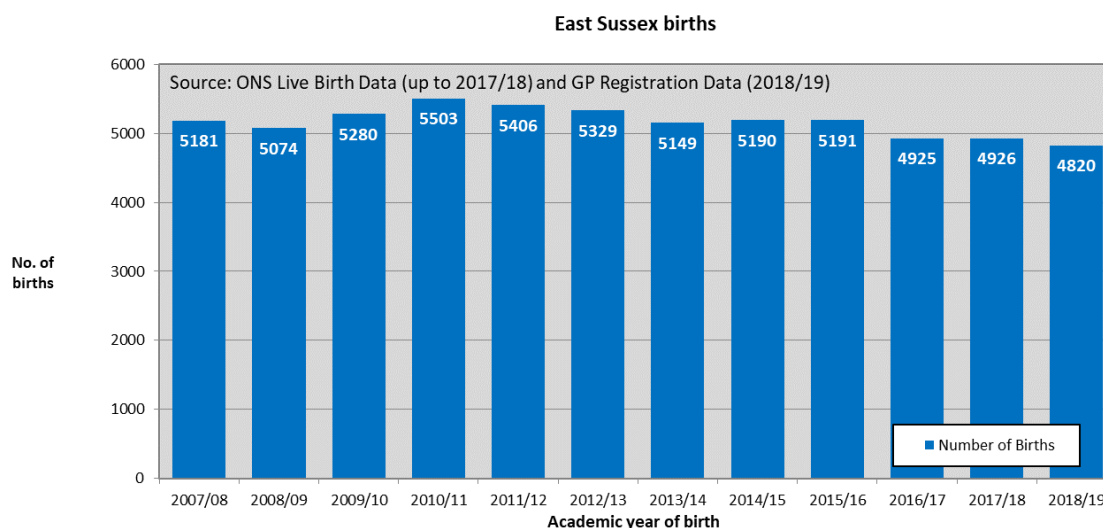
Schools basic need capital programme to 2023/24

b) What is the main purpose or aims of proposal, project or service?

East Sussex County Council (the local authority) has a statutory duty to ensure that there are sufficient school places in the right locations to meet demand. We are responsible for promoting a good supply of school places that offer high quality education through planning, organising and commissioning places in a way that raises attainment, increases diversity, encourages collaboration between schools and promotes community cohesion. We seek to achieve this in partnership with key stakeholders including headteachers, governors, academy trusts, parents and carers, dioceses, local planning authorities and local communities.

The schools basic need capital programme enables the local authority to deliver new places in the areas of greatest demand.

In East Sussex, births countywide have fallen to 4926 in 2017/18, having peaked at 5503 in 2010/11. The following chart demonstrates this. The forecast for 2018/19 is an estimate based on under one-year olds registered with general practitioners (GPs) as at 31 August 2019.



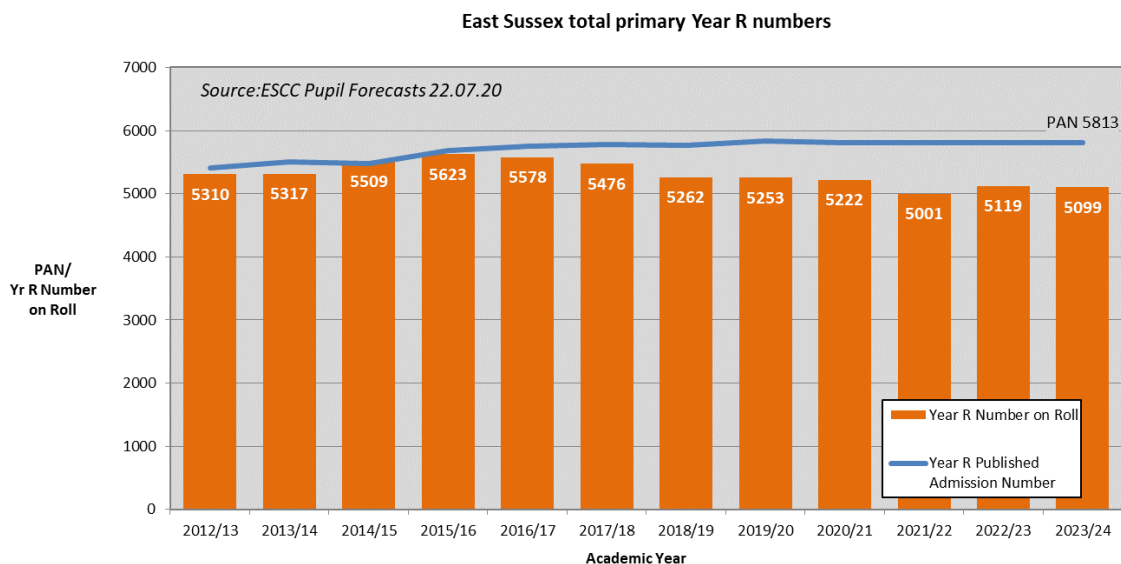
Primary school places

The fall in countywide births is reflected in generally falling primary reception year (Year R) intake numbers since 2015/16. Intake numbers are forecast to remain low until at least 2023/24. The local authority's pupil forecasting model is showing numbers increasing beyond this point. However, intake forecasts beyond 2023/24 are based on demographic projections of future births rather than actual live birth or GP registration data and are less certain. Looking at previous cycles of births and

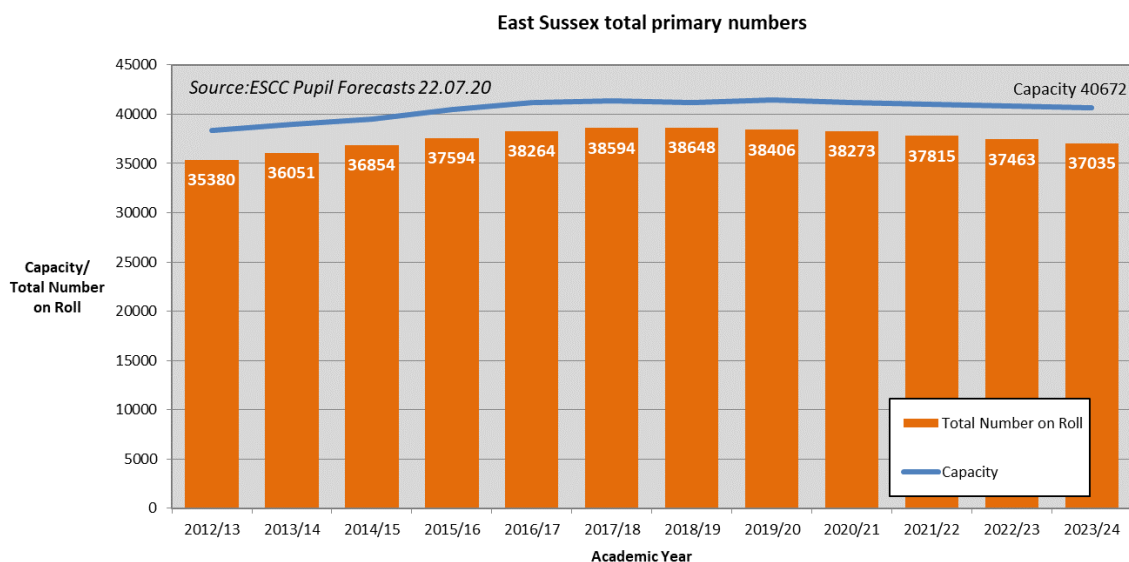
Equality Impact Assessment

reception intakes, it is very possible that we may not see a recovery in Year R numbers until the second half of the decade.

In areas of the county such as Hailsham and Bexhill, where high volumes of new housing are planned, Year R numbers may well rise sooner than in other parts of East Sussex.



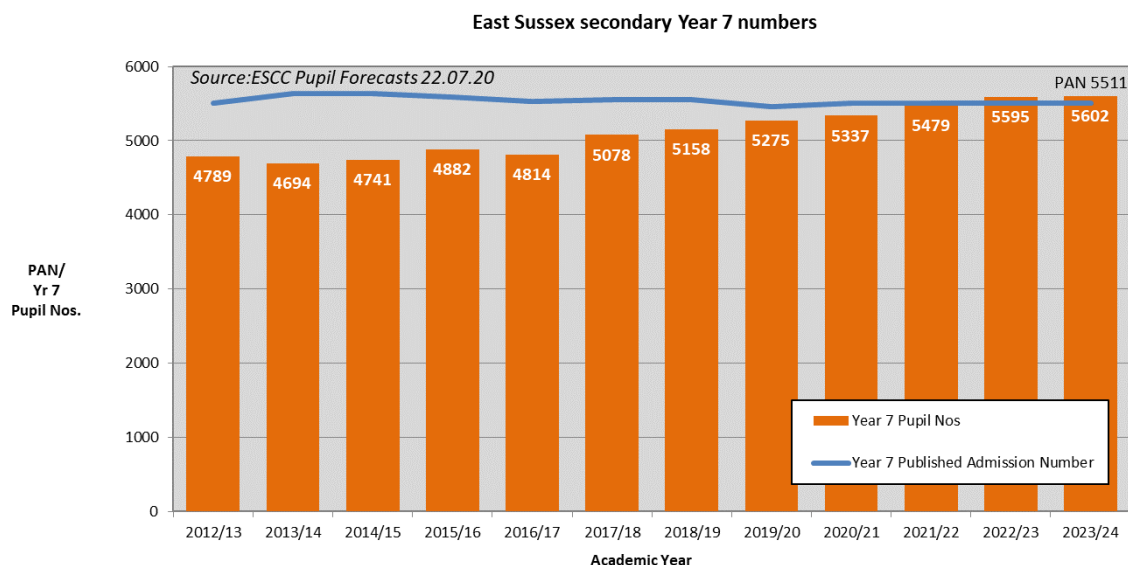
Total numbers on roll in primary schools peaked in 2018/19, and are starting to decline, currently leaving around 7% surplus places overall, although this margin will vary from area to area.



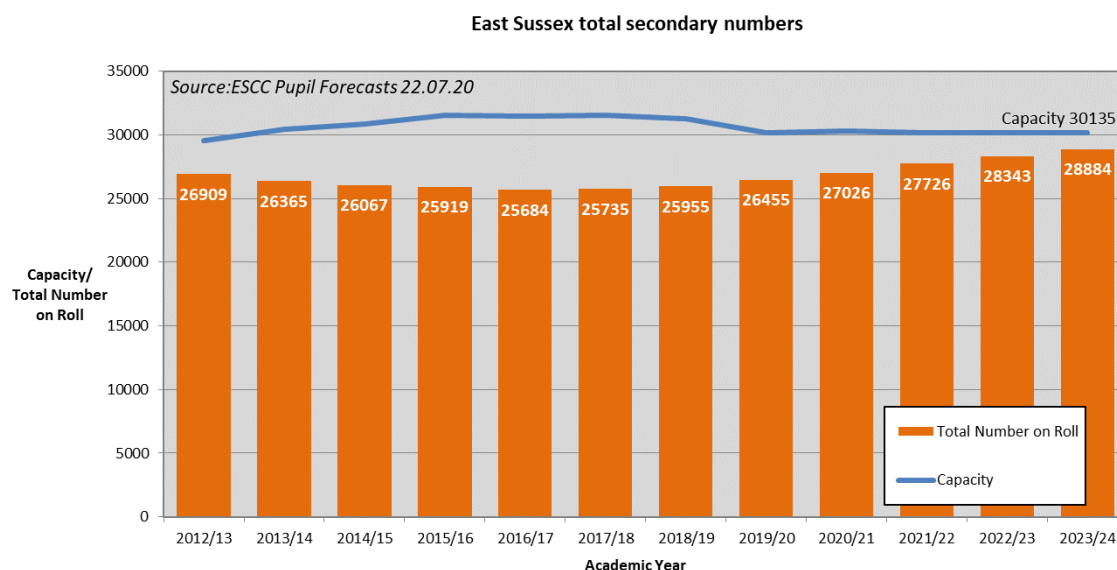
Secondary school places

Recent high numbers in primary schools are now being reflected in rising secondary Year 7 intakes. Year 7 numbers are predicted to peak around 2022/23 or 2023/24, with total numbers on roll in secondary schools likely to peak around 2024/25 or 2025/26.

Equality Impact Assessment



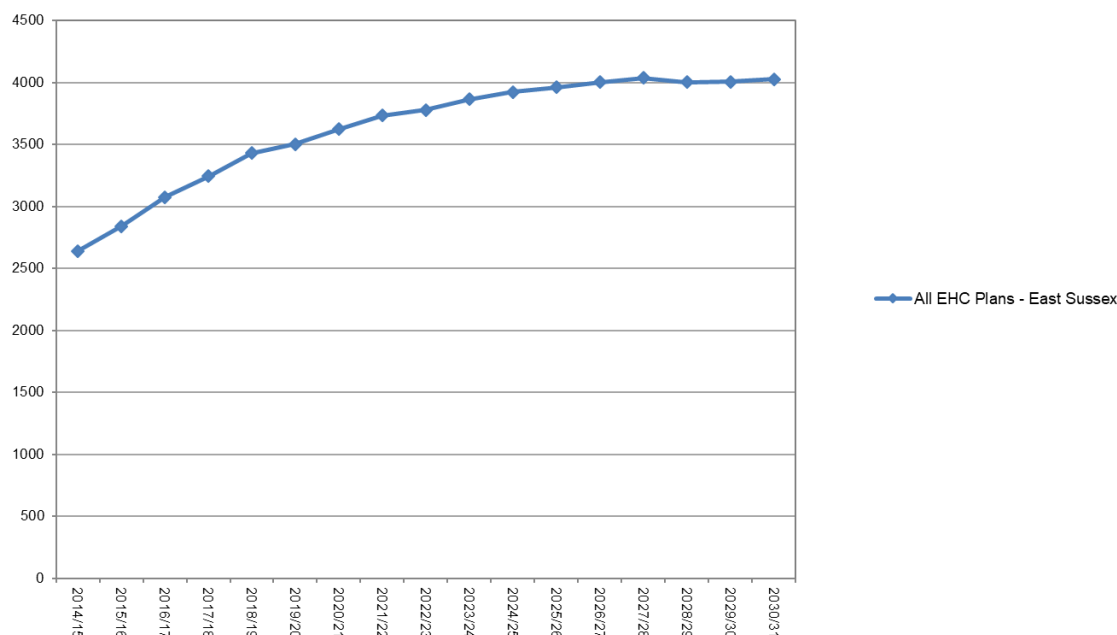
As a result of rising numbers, surplus places in secondary schools, currently at 12% countywide, are predicted to fall rapidly, meaning that by the early to middle part of the decade, compared to currently planned capacities, there will be minimal slack in the system to alleviate the impact of the pressures from rising pupil numbers.



Special Educational Needs and Disability provision

The local authority's Special Educational Needs and Disability (SEND) forecasting model predicts future numbers of children with SEND and Education, Health and Care Plans (EHCPs) by age, severity band of EHCP and primary need. The SEND forecasts provide clear evidence that we will continue to see an increase in the number of pupils with EHCPs over the next 10-15 years.

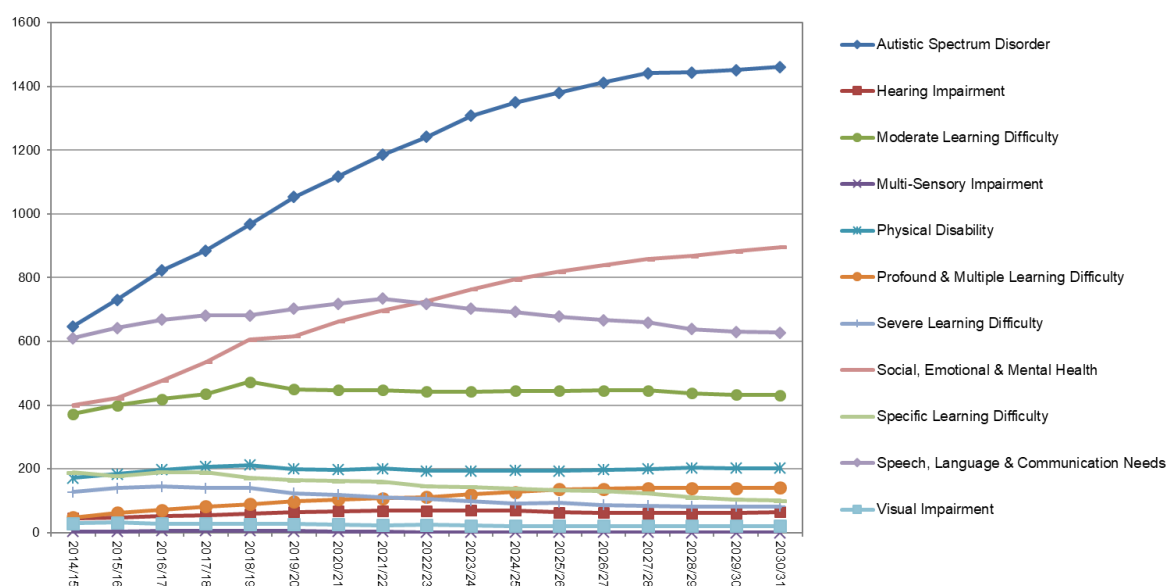
Overall Numbers with EHCPs – Age 4-24 years



The overall number of children and young people age 4 -24 with EHCPs has been rising in recent years and is forecast to continue to rise, as shown above. From 2019/20 to 2024/25 we are currently predicting an increase of 422 pupils with EHCPs.

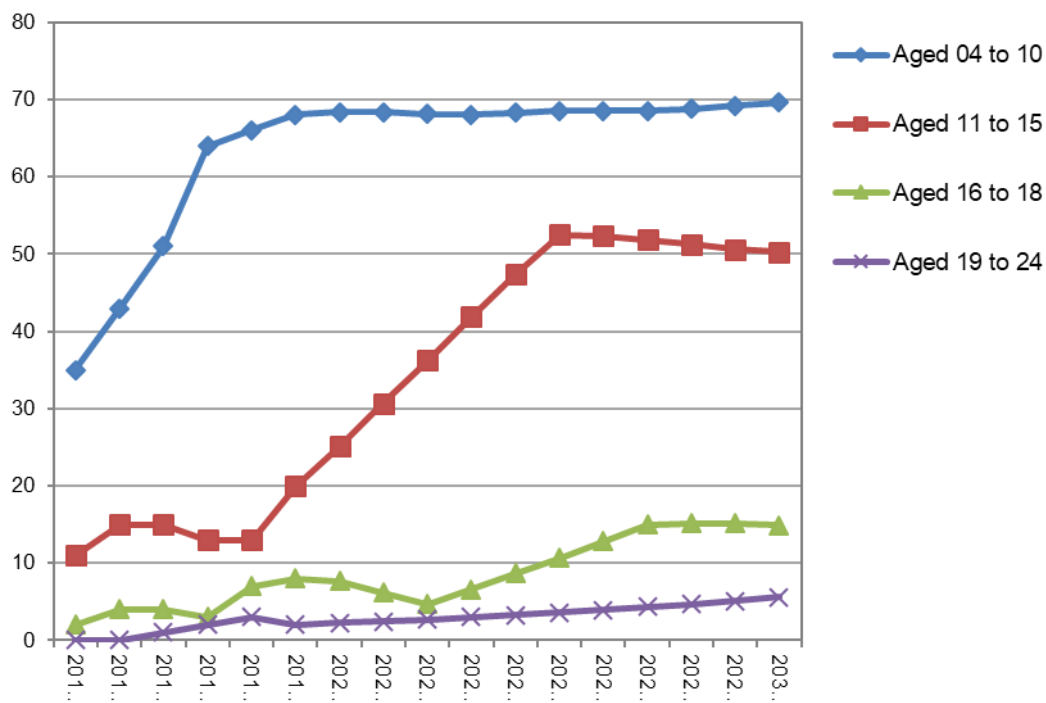
The following chart shows the historic and forecast numbers with plans by primary need group. The chart shows that the two groups with the biggest increases continue to be Autistic Spectrum Disorder (ASD) and Social Emotional and Mental Health (SEMH). Numbers in many other need groups are relatively stable.

EHCPs by primary need group



The chart below shows how Profound and Multiple Learning Difficulties (PMLD) pupil numbers are also predicted to continue to rise, albeit from a much lower level, as larger numbers in the primary cohort move through into secondary.

Forecast Number of EHCPs Band A-E (ESCC Domicile Age 4-24)- PMLD



c) Manager(s) and section or service responsible for completing the assessment

Gary Langford, Place Planning Manager, Standards and Learning Effectiveness Services, Children's Services Department

2.2 Who is affected by the proposal, project or service? Who is it intended to benefit and how?

Children and their families will have access to local education provision.

The local authority will be able to meet its statutory duty to deliver sufficient school places, including provision for SEND pupils.

2.3 How is, or will, the proposal, project or service be put into practice and who is, or will be, responsible for it?

The local authority will work in partnership with schools, academy trusts, dioceses, contractors and other key partners to deliver the programme. The programme is overseen by the Schools Sub Capital Board which reports to the Capital and Asset Strategy Board. Where applicable, the Lead Member for Education and Inclusion, Special Educational Needs and Disability will make final decisions on individual proposals following consultation with key stakeholders.

2.4 Are there any partners involved? E.g. NHS Trust, voluntary/community organisations, the private sector? If yes, how are partners involved?

The local authority engages with groups of schools, academy trusts, dioceses, district and borough councils and local communities in drawing up proposals for school expansions and/or the establishment of new schools.

2.5 Is this proposal, project or service affected by legislation, legislative change, service review or strategic planning activity?

Local authorities are under a statutory duty to ensure the sufficiency of school places in their area.

School Organisation Plan

The School Organisation Plan (SOP) 2020 to 2024 sets out how the local authority seeks to meet the challenge of ensuring there are sufficient school places in the right locations to meet demand. The SOP is produced annually by the Standards and Learning Effectiveness Service in the Children's Services Department. The current version of the SOP was approved by the Lead Member for Education and Inclusion, Special Educational Needs and Disability on 22 October 2020 and published in November 2020.

Proposals for new schools and school expansions will be based on information contained in the SOP. The SOP is informed by the local authority's pupil forecasting model which is revised annually taking account of the following factors:

- existing and planned capacities of school places as well as published intake numbers
- existing numbers of pupils in schools (from pupil census data)
- future births and resulting primary reception numbers
- parental preference for primary and infant reception year, junior year 3 and secondary year 7 places as expressed through the school admission system
- transfer (cohort survival) rates between school year groups
- transfers and transfer rates between infant and junior and primary and secondary schools
- staying-on rates into sixth forms
- additional pupils arising from new housing development in each area.

New Schools

Where a local authority identifies the need for a new school, to meet basic need, section 6A of EIA 2006 places the local authority under a duty to seek proposals to establish an academy (free school) via the 'free school presumption'. The local authority is responsible for providing the site for the new school and meeting all associated capital and pre-/post-opening revenue costs. All new free school presumption proposals require the Regional Schools Commissioner's approval (on behalf of the Secretary of State) as it is the Secretary of State who will enter into a funding agreement with the academy trust/sponsor.

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If the free school presumption does not result in a suitable proposal, a statutory competition can be held under 'section 7' of EIA 2006. This will not require a separate application for approval, since the Secretary of State will inform the local authority that approval to hold a competition is given at the same time as informing the local authority that no suitable free school was identified.

Free school presumption proposals and proposals for foundation, foundation special and voluntary schools can be submitted into the competition. However, the Regional Schools Commissioner will consider any free school proposals first when making a decision on the case.

Any persons ('proposer') e.g. local authority or diocese may publish a proposal, at any time, for a new school outside of the free school presumption and competitions process under section 11 of EIA 2006. The Secretary of State's consent is not required in the case of proposals for:

- a new community or foundation primary school to replace a maintained infant and a maintained junior school;
- a new voluntary-aided school in order to meet demand for a specific type of place e.g. places to meet demand from those of a particular faith;
- a new foundation or voluntary school resulting from the reorganisation of existing faith schools in an area, including an existing faith school losing or changing its religious designation;
- a new foundation or community school, where there were no suitable free school proposals and a competition has been held but did not identify a suitable provider;
- a former independent school wishing to join the maintained sector; and
- a new local authority maintained nursery school.

The proposer should be able to demonstrate to the decision-maker a clear demand for the places the new school will provide.

Expansion of Schools

Local authorities wishing to propose expansion of a maintained school can do so by following a statutory process in accordance with the Education and Inspections Act (EIA) 2006 as amended by the Education Act (EA) 2011 and The School Organisation (Establishment and Discontinuance of Schools) Regulations 2013.

Academies wishing to make a significant change, as defined in the Academies Act 2010, must seek the approval of the Regional Schools Commissioner or the Secretary of State.

2.6 How do people access or how are people referred to your proposal, project or service? Please explain fully.

The SOP is available on the East Sussex County Council website at:

[Education Plans – East Sussex County Council](#)

Stakeholders are consulted on maintained school proposals in accordance with the Education and Inspections Act (EIA) 2006 as amended by the Education Act (EA) 2011 and The School Organisation (Establishment and Discontinuance of Schools) Regulations 2013. Statutory consultations relating to maintained school proposals can be found on the local authority's consultation hub at: [Consultations in East Sussex](#)

Equality Impact Assessment

Consultations relating to a significant change to an individual academy should be found on that academy's website.

2.7 If there is a referral method how are people assessed to use the proposal, project or service? Please explain fully.

n/a

2.8 How, when and where is your proposal, project or service provided? Please explain fully.

In the capital programme period to 2023/24 additional/new school places are due to be created in the following areas.

Eastbourne

Summerdown School – new special school for 84 places for pupils aged 5-16 with autism and speech language and communication needs and 51 pupils with profound and multiple learning disabilities (PMLD), including 6 places for nursery age children. Operated by Southfield Academy Trust. Planned opening September 2022.

Hailsham

Hailsham Community College – expansion of secondary school by 300 places. Planned implementation September 2022.

Hastings

Flagship School – new special school for 72 pupils ages 7 to 16 with high functioning autism and/or a range of associated social, emotional and mental health difficulties. Operated by the Flagship School Trust. Planned opening September 2021.

Further specialist provision for SEN pupils will also be delivered by 2023/24, including special facilities in mainstream schools. The local authority is currently investigating where and how the extra places will be delivered.

In addition to the provision of permanent places, where pupil growth is identified as a short term issue, a 'bulge' in pupil numbers, the local authority will use temporary accommodation to ensure it can react quickly to provide additional places in areas of pressure. Using temporary accommodation is a recognised way of providing additional places in the short term and it provides a valuable and flexible resource to enable the local authority to fulfil its obligations. An annual programme of temporary accommodation will be funded from the schools basic need capital programme in the period to 2023/24 to facilitate this.

In the period beyond 2023/24, further school places are likely to be needed in areas linked to new housing development. On 19th February 2020 Wealden District Council (WDC) took the decision to withdraw its Local Plan after the Planning Inspector found that the plan could not proceed in its current form. Wealden District Council has subsequently embarked on the process of developing a new Local Plan. This will inevitably lead to a period of uncertainty while Wealden District Council reviews its position and begins to form an opinion on the likely quantum and location of future housing development it must plan for in the district. What is almost certain is that this will lead to a greater number of new homes being built in the district in future years. What is less certain at this stage is how much more and where in the district this might happen, and what the likely impact on education provision in those areas will be. Our plans will be updated as appropriate as more information becomes available from the Wealden Local Plan. These plans will be published in the SOP.

Another area of the county where new housing development is likely to lead to the need for additional school places in the future is Bexhill.

Part 3 – Methodology, consultation, data and research used to determine impact on protected characteristics.

3.1 List all examples of quantitative and qualitative data or any consultation information available that will enable the impact assessment to be undertaken.

Types of evidence identified as relevant have X marked against them			
	Employee Monitoring Data		Staff Surveys
	Service User Data		Contract/Supplier Monitoring Data
X	Recent Local Consultations	X	Data from other agencies, e.g. Police, Health, Fire and Rescue Services, third sector
	Complaints		Risk Assessments
	Service User Surveys		Research Findings
X	Census Data	X	East Sussex Demographics
X	Previous Equality Impact Assessments		National Reports
	Other organisations Equality Impact Assessments		Any other evidence?

3.2 Evidence of complaints against the proposal, project or service on grounds of discrimination.

None received to date.

3.3 If you carried out any consultation or research on the proposal, project or service explain what consultation has been carried out.

Statutory consultations on individual proposals will be undertaken where appropriate before final decisions are taken on which projects should be taken forward in each area of basic need.

3.4 What does the consultation, research and/or data indicate about the positive or negative impact of the proposal, project or service?

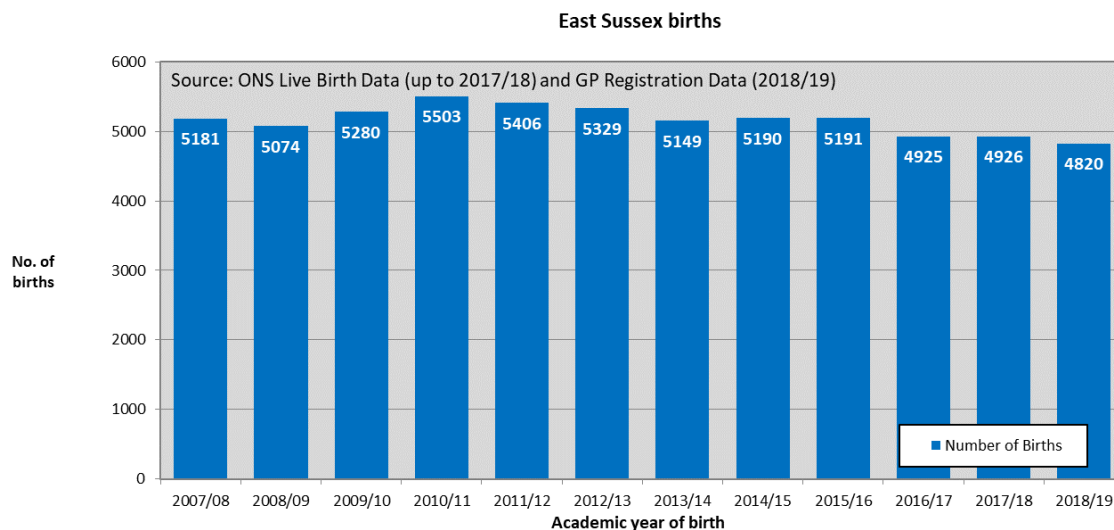
Separate EQIAs will be carried out as part of the consultation for each individual proposal. At this stage the local authority believes each proposal will have a positive impact for local children, including those with SEND, as the expansion of existing schools / provision of new schools will allow more families to access a school place in their local area. Extended or new provision will also be compliant with DDA regulations and the Equality Act 2010 for disabled pupils.

Part 4 – Assessment of impact

4.1 Age: Testing of disproportionate, negative, neutral or positive impact.

a) How is this protected characteristic reflected in the County/District/Borough?

In East Sussex, births countywide have fallen to 4926 in 2017/18, having peaked at 5503 in 2010/11. The following chart demonstrates this. The forecast for 2018/19 is an estimate based on under one-year olds registered with general practitioners (GPs) as at 31 August 2019.



According to the January 2020 school census, there were 64,361 children and young people aged 4-16 attending primary, secondary and special schools in East Sussex. Pupil numbers by Key Stage were:

Mainstream schools:

Foundation Stage:	KS1:	KS2:	KS3:	KS4:	Total
5,253	10,787	22,379	15,441	9,457	63,317

Source: School Census January 2020

Special schools (excluding PRUs):

Foundation Stage:	KS1:	KS2:	KS3:	KS4:	Total
50	96	274	331	226	977

Source: School Census January 2020

b) How is this protected characteristic reflected in the population of those impacted by the proposal, project or service?

The proposals will affect children and young people of primary and secondary school age both in mainstream and special schools:

Number of children in each Basic Need Planning Area¹:

	Foundation Stage:	KS1:	KS2:	KS3:	KS4:	Total
Eastbourne	1,082	2,242	4,633	3,258	1,997	13,212
Hailsham	283	489	1,010	677	380	2,839
Hastings	937	2,038	4,018	2,349	1,462	10,804

¹ Includes special schools

Source: School Census January 2020

- c) Will people with the protected characteristic be more affected by the proposal, project or service than those in the general population who do not share that protected characteristic?**

Children and young people of school age in areas of basic need will be more affected by the proposals than children and young people in other areas of the county where there is not predicted to be pressure on school places.

- d) What is the proposal, project or service's impact on different ages/age groups?**

Each proposal will have a positive impact on local school age children and young people and their families as it will enable more children and young people to access a school place in their local area.

The local authority is very experienced in construction projects at schools and the health and safety of children is paramount when any building project takes place. Build programmes would be developed to minimise disruption to teaching and learning during this time.

- e) What actions are to/or will be taken to avoid any negative impact or to better advance equality?**

The local authority does not believe the proposals will have a negative impact.

- f) Provide details of the mitigation.**

n/a

- g) How will any mitigation measures be monitored?**

n/a

4.2 Disability: Testing of disproportionate, negative, neutral or positive impact.

a) How is this protected characteristic reflected in the County /District/Borough?

Disability projections published on East Sussex in Figures (ESiF) in May 2019 put the total number of people with a disability in East Sussex at 101,101.

Dataset: Disability projections (dwelling-led), 2017-2032 - districts

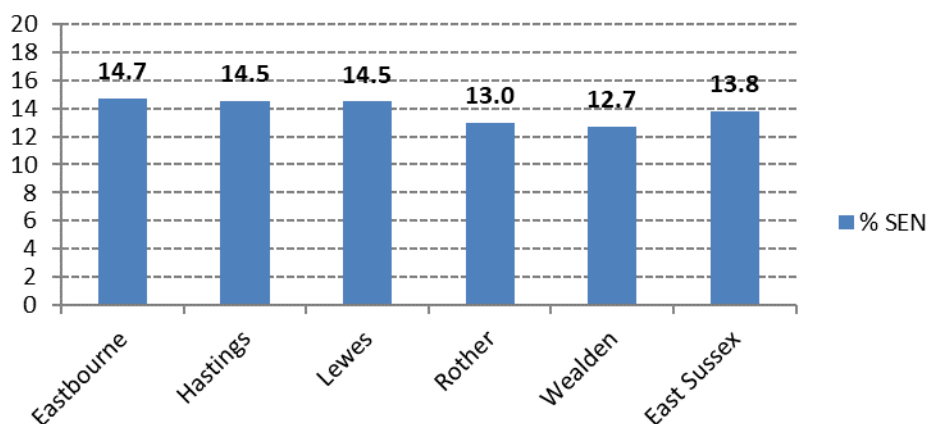
ESCC Projections May 2019

Geography: Mixed Year Age group: All ages Category: Overall disability Measure: Number of people with disability

Year	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Geography																
East Sussex	98,608	99,800	101,101	102,766	104,874	107,010	109,158	111,194	113,369	115,459	117,684	120,015	122,422	124,788	127,219	130,210
Eastbourne	19,414	19,588	19,802	20,053	20,388	20,708	21,058	21,370	21,683	22,001	22,352	22,711	23,104	23,485	23,892	24,396
Hastings	17,419	17,601	17,800	18,030	18,310	18,580	18,878	19,136	19,403	19,665	19,957	20,256	20,582	20,911	21,224	21,594
Lewes	17,578	17,852	18,090	18,402	18,770	19,158	19,559	19,923	20,285	20,596	20,932	21,312	21,683	22,050	22,454	22,968
Rother	18,904	19,083	19,297	19,595	20,006	20,372	20,690	21,024	21,453	21,886	22,318	22,815	23,260	23,687	24,140	24,721
Wealden	25,293	25,676	26,112	26,686	27,400	28,193	28,973	29,741	30,546	31,311	32,124	32,920	33,793	34,654	35,508	36,531

At the January 2020 school census there were 9,535 pupils (14.1%) recorded as having Special Educational Needs (SEN) being educated in state funded schools in East Sussex (of which 152 reside outside of East Sussex).

% of pupils with SEN - January 2020 School Census - Primary age (Pupil Postcode)



b) How is this protected characteristic reflected in the population of those impacted by the proposal, project or service?

The proposals will affect all children and young people attending schools in areas of basic need including those with SEN.

Equality Impact Assessment

Number of pupils with SEN in each basic need planning area¹:

	Foundation Stage:	KS1:	KS2:	KS3:	KS4:	Total
Eastbourne	145	354	797	509	268	2,083
Hailsham	31	82	164	94	38	409
Hastings	84	350	778	468	266	1,946

¹ Includes special schools

Source: Schools Census January 2020

- c) Will people with the protected characteristic be more affected by the proposal, project or service than those in the general population who do not share that protected characteristic?**

Children and young people of school age with SEN in areas of basic need will be more affected by the proposals than children and young people with SEN in other areas of the county where there is not predicted to be pressure on school places.

- d) What is the proposal, project or service's impact on people who have a disability?**

Each proposal will have a positive impact on local school age children and young people with SEN and their families as it will enable more children and young people to access a school place in their local area. New special schools and specialist facilities will have a positive impact on children from a wider area who will be able to travel to the new provision rather than attend independent provision sometimes out of the local area or out of county.

The local authority is very experienced in construction projects at schools and the health and safety of children is paramount when any building project takes place. Build programmes would be developed to minimise disruption to teaching and learning during this time.

Each proposal will have a positive impact as all new and extended provision will be compliant with DDA regulations and the Equality Act 2010 for disabled pupils.

- e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?**

The local authority does not believe the proposals will have a negative impact.

- f) Provide details of any mitigation.**

n/a

- g) How will any mitigation measures be monitored?**

n/a

4.3 Ethnicity: Testing of disproportionate, negative, neutral or positive impact. Race categories are: Colour. E.g. being black or white, Nationality e.g. being a British, Australian or Swiss citizen, Ethnic or national origins e.g. being from a Roma background or of Chinese Heritage

a) How is this protected characteristic reflected in the County /District/Borough?

According to the January 2020 school census, nearly 85% of the school age population (Year R – 11) in East Sussex are of White British Heritage. This is below the figure for the whole of East Sussex which stands at 91.7% of the population (taken from the 2011 census). Where ethnicity is known, just over 14% of the school age population in East Sussex are from ethnic minority backgrounds compared to 8.3% for the population as a whole in East Sussex (2011 census).

All minority ethnic pupils on roll at mainstream schools:

Foundation Stage:	KS1:	KS2:	KS3:	KS4:	Total
753	1,521	3,274	2,096	1,240	8,884

Source: School Census January 2020

All minority ethnic pupils on roll at special schools (excluding PRUs):

Foundation Stage:	KS1:	KS2:	KS3:	KS4:	Total
14	25	48	52	28	167

Source: School Census January 2020

b) How is this protected characteristic reflected in the population of those impacted by the proposal, project or service?

The proposals will affect all children and young people attending schools in areas of basic need including those with the protected characteristic:

Number of minority ethnic pupils in each basic need planning area¹

	Foundation Stage:	KS1:	KS2:	KS3:	KS4:	Total
Eastbourne	269	485	1,103	609	374	2,840
Hailsham	18	55	105	64	34	276
Hastings	172	384	925	228	309	1,814

¹ Includes special schools

Source: School Census January 2020

c) Will people with the protected characteristic be more affected by the proposal, project or service than those in the general population who do not share that protected characteristic?

We do not believe that people with the protected characteristic will be more affected by the proposal than those in the general population who do not share that protected characteristic as new places will be provided for everyone.

Equality Impact Assessment

d) What is the proposal, project or service's impact on those who are from different ethnic backgrounds?

Each proposal will have a positive impact on local school age children and young people and their families, including those from different ethnic backgrounds, as it will enable more children and young people to access a school place in their local area.

e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?

The local authority does not believe the proposals will have a negative impact.

The local authority is very experienced in construction projects at schools and the health and safety of children is paramount when any building project takes place. Build programmes would be developed to minimise disruption to teaching and learning during this time.

f) Provide details of any mitigation.

n/a

g) How will any mitigation measures be monitored?

n/a

4.4 Gender/Transgender: Testing of disproportionate, negative, neutral or positive impact

a) How is this protected characteristic target group reflected in the County/District/Borough?

Of the 64,361 children and young people aged 4-16 attending primary, secondary and special schools in East Sussex in January 2020, 31,199 (48.5%) are female and 33,162 (51.5%) are male. This compares to the East Sussex figures of 51.8% for females and 48.2% for males (2011 census).

Mainstream schools:

	Foundation Stage:	KS1:	KS2:	KS3:	KS4:	Total (%)
Male	2,656	5,482	11,429	7,955	4,847	32,369 (50.3)
Female	2,597	5,305	10,950	7,486	4,610	30,948 (48.1)

Special schools (excluding PRUs):

	Foundation Stage:	KS1:	KS2:	KS3:	KS4:	Total %
Male	29	77	209	249	172	736 (1.1)
Female	21	19	65	82	54	241 (0.4)

b) How is this protected characteristic reflected in the population of those impacted by the proposal, project or service?

The data above shows that girls attending school in East Sussex are under-represented when compared to the figure for the county as a whole, whereas boys attending school in East Sussex are over-represented.

Gender split in each Basic Need Planning Area¹:

		Foundation Stage:	KS1:	KS2:	KS3:	KS4:	Total
Eastbourne	M	506	1,117	2,404	1,746	998	6,771
	F	576	1,125	2,229	1,512	999	6,441
Hailsham	M	144	257	520	342	204	1,467
	F	139	232	490	335	176	1,372
Hastings	M	476	1,035	2,042	1,217	761	5,531
	F	461	1,003	1,976	1,132	701	5,273

¹ Includes special schools

Source: School Census January 2018

- c) Will people with the protected characteristic be more affected by the proposal, project or service than those in the general population who do not share that protected characteristic?**

The local authority does not believe that any one gender will be more affected by the proposals than the other as all state-funded schools in East Sussex are co-educational.

- d) What is the proposal, project or service's impact on different genders?**

The local authority does not believe there will be an impact on different genders as places will be provided for everyone.

- e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?**

The local authority does not believe the proposals will have a negative impact.

The local authority is very experienced in construction projects at schools and the health and safety of children is paramount when any building project takes place. Build programmes would be developed to minimise disruption to teaching and learning during this time.

- f) Provide details of any mitigation.**

n/a

- g) How will any mitigation measures be monitored?**

n/a

4.5 Marital Status/Civil Partnership: Testing of disproportionate, negative, neutral or positive impact.

- a) How is this protected characteristic target group reflected in the County/District/Borough?**

The local authority does not consider marital status/civil partnership characteristics to be relevant to the creation of new school places in areas of basic need.

- b) How is this protected characteristic reflected in the population of those impacted by the proposal, project or service?**

n/a

- c) Will people with the protected characteristic be more affected by the proposal, project or service than those in the general population who do not share that protected characteristic?**

n/a

- d) What is the proposal, project or service's impact on people who are married or same sex couples who have celebrated a civil partnership?**

n/a

- e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?**

n/a

- f) Provide details of any mitigation.**

n/a

- g) How will any mitigation measures be monitored?**

n/a

4.6 Pregnancy and maternity: Testing of disproportionate, negative, neutral or positive impact.

- a) How is this protected characteristic target group reflected in the County/District/Borough?**

The local authority does not consider pregnancy and maternity characteristics to be relevant to the creation of new school places in areas of basic need.

- b) How is this protected characteristic reflected in the population of those impacted by the proposal, project or service?**

n/a

- c) Will people with the protected characteristic be more affected by the proposal, project or service than those in the general population who do not share that protected characteristic?**

n/a

- d) What is the proposal, project or service's impact on pregnant women and women within the first 26 weeks of maternity leave?**

n/a

- e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?**

n/a

- f) Provide details of the mitigation**

n/a

- g) How will any mitigation measures be monitored?**

n/a

4.7 Religion, Belief: Testing of disproportionate, negative, neutral or positive impact.

a) How is this protected characteristic reflected in the County/District/Borough?

There is a broad and diverse range of provision across East Sussex for children and young people in East Sussex:

Of the 187 state-funded mainstream and special schools in East Sussex at the start of the 2020/21 academic year:

52 were community

45 were voluntary controlled (VC)

22 were voluntary aided (VA)

3 were foundation

65 were academies or free schools

b) At the January 2020 census 12,542 pupils aged 4-16 attended VC or VA schools in East Sussex. This equates to 19.5% of the school age population in the county (state funded schools only).

c) How is this protected characteristic reflected in the population of those impacted by the proposal, project or service?

Number and percentage pupils attending maintained VA or VC schools in each of the planning areas:

Planning Area	Number and % of pupils attending a VA or VC school in each planning area
Eastbourne	1,424 of 13,212 (10.8%)
Hailsham	0 of 2,839 (0%)
Hastings	451 of 10,804 (4.2%)

Source: School Census January 2020

d) Will people with the protected characteristic be more affected by the proposal, project or service than those in the general population who do not share that protected characteristic?

The majority of VA schools are also community schools in that they accept pupils of different faiths or no faith. It is possible that some school expansion proposals which come forward in the future might be for VC or VA schools if that is considered the most appropriate solution for an area and there is sufficient demand for faith places to warrant expansion.

Equality Impact Assessment

e) What is the proposal, project or service's impact on the people with different religions and beliefs?

The local authority does not believe there will be an impact on people with different religions and beliefs as there will continue to be a diverse range of provision across the county for children and young people.

What actions are to/ or will be taken to avoid any negative impact or to better advance equality?

The local authority does not believe the proposals will have a negative impact.

f) Provide details of any mitigation.

n/a

g) How will any mitigation measures be monitored?

n/a

4.8 Sexual Orientation - Gay, Lesbian, Bisexual and Heterosexual: Testing of disproportionate, negative, neutral or positive impact.

- a) How is this protected characteristic reflected in the County/District/Borough?**

The local authority does not consider sexual orientation characteristics to be relevant to the creation of new school places in areas of basic need.

- b) How is this protected characteristic reflected in the population of those impacted by the proposal, project or service?**

n/a

- c) Will people with the protected characteristic be more affected by the proposal, project or service than those in the general population who do not share that protected characteristic?**

n/a

- d) What is the proposal, project or service's impact on people with differing sexual orientation?**

n/a

- e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?**

n/a

- f) Provide details of the mitigation**

n/a

- g) How will any mitigation measures be monitored?**

n/a

4.9 Other: Additional groups/factors that may experience impacts - testing of disproportionate, negative, neutral or positive impact.

a) How are these groups/factors reflected in the County/District/ Borough?

The local authority does not consider other groups/factors to be relevant to creation of new school places in areas of basic need.

Places will be available regardless of background, gender, socioeconomic status etc in line with the Admissions Code which all admissions authorities must abide by.

b) How is this group/factor reflected in the population of those impacted by the proposal, project or service?

n/a

c) Will people within these groups or affected by these factors be more affected by the proposal, project or service than those in the general population who are not in those groups or affected by these factors?

n/a

d) What is the proposal, project or service's impact on the factor or identified group?

n/a

e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?

n/a

f) Provide details of the mitigation.

n/a

g) How will any mitigation measures be monitored?

n/a

Equality Impact Assessment

4.10 Human rights - Human rights place all public authorities – under an obligation to treat you with fairness, equality, dignity, respect and autonomy. **Please look at the table below to consider if your proposal, project or service may potentially interfere with a human right.**

The local authority considers the creation of new school places should have a positive impact on children and their families. All pupils impacted by proposals to create new places would be enabled to receive a good quality of education. The local authority does not consider that the creation of new school places potentially interferes with a human right.

Articles	
A2	Right to life (e.g. pain relief, suicide prevention)
A3	Prohibition of torture, inhuman or degrading treatment (service users unable to consent, dignity of living circumstances)
A4	Prohibition of slavery and forced labour (e.g. safeguarding vulnerable adults)
A5	Right to liberty and security (financial abuse)
A6 & 7	Rights to a fair trial; and no punishment without law (e.g. staff tribunals)
A8	Right to respect for private and family life, home and correspondence (e.g. confidentiality, access to family)
A9	Freedom of thought, conscience and religion (e.g. sacred space, culturally appropriate approaches)
A10	Freedom of expression (whistle-blowing policies)
A11	Freedom of assembly and association (e.g. recognition of trade unions)
A12	Right to marry and found a family (e.g. fertility, pregnancy)
Protocols	
P1.A1	Protection of property (service users property/belongings)
P1.A2	Right to education (e.g. access to learning, accessible information)
P1.A3	Right to free elections (Elected Members)

Part 5 – Conclusions and recommendations for decision makers

5.1 Summarise how this proposal/policy/strategy will show due regard for the three aims of the general duty across all the protected characteristics and ESCC additional groups.

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010;
- Advance equality of opportunity between people from different groups
- Foster good relations between people from different groups

Each proposal will deliver more school places in areas where demand for places is forecast to outstrip provision.

By creating new school places in these areas, including additional places for SEN pupils, more local children will be able to access a place at their local school.

Each project will have a positive impact as all new provision will be compliant with DDA regulations and the Equality Act 2010.

5.2 Impact assessment outcome Based on the analysis of the impact in part four mark below ('X') with a summary of your recommendation.

X	Outcome of impact assessment	Please explain your answer fully.
x	A No major change – Your analysis demonstrates that the policy/strategy is robust and the evidence shows no potential for discrimination and that you have taken all appropriate opportunities to advance equality and foster good relations between groups.	The proposals will have a positive impact on all children and young people, including pupils with SEN, as each project will deliver more school places in areas where demand for places is forecast to outstrip provision.
	B Adjust the policy/strategy – This involves taking steps to remove barriers or to better advance equality. It can mean introducing measures to mitigate the potential effect.	By providing additional places in these areas, more local children will be able to access a place at their local school.
	C Continue the policy/strategy - This means adopting your proposals, despite any adverse effect or missed opportunities to advance equality, provided you have satisfied yourself that it does not unlawfully discriminate	All new and extended provision will be compliant with DDA regulations and the Equality Act 2010 for disabled pupils. The local authority will be able to discharge its statutory duty to ensure a sufficient supply of school places for everyone, regardless of their background, gender, socioeconomic status etc in line with the Admissions Code.
	D Stop and remove the policy/strategy – If there are adverse effects that are not justified and cannot be mitigated, you will want to consider stopping the policy/strategy altogether. If a policy/strategy shows unlawful discrimination it <i>must</i> be removed or changed.	

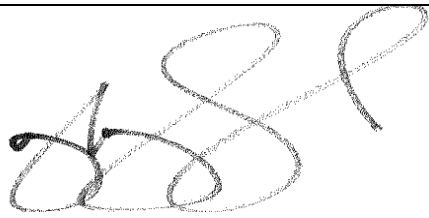
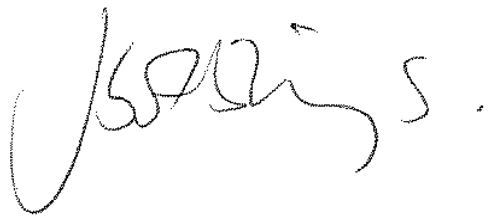
Equality Impact Assessment

5.3 What equality monitoring, evaluation, review systems have been set up to carry out regular checks on the effects of the proposal, project or service?

Where appropriate a separate EqIA will be undertaken for each proposal within the programme before a final decision is taken on whether to proceed with a project to provide more places.

5.4 When will the amended proposal, proposal, project or service be reviewed?

See 5.3 above

Date completed:	January 2021	Signed by (person completing)	 Gary Langford
Role of person completing			Place Planning Manager
Date:	January 2021	Signed by (Manager)	 Jessica Stubbings Senior Manager, Partnerships and Governance

Part 6 – Equality impact assessment action plan

If this will be filled in at a later date when proposals have been decided please tick here and fill in the summary report.

The table below should be completed using the information from the equality impact assessment to produce an action plan for the implementation of the proposals to:

1. Lower the negative impact, and/or

2. Ensure that the negative impact is legal under anti-discriminatory law, and/or

3. Provide an opportunity to promote equality, equal opportunity and improve relations within equality target groups, i.e. increase the positive impact

4. If no actions fill in separate summary sheet.

Please ensure that you update your service/business plan within the equality objectives/targets and actions identified below:

Area for improvement	Changes proposed	Lead Manager	Timescale	Resource implications	Where incorporated/flagged? (e.g. business plan/strategic plan/steering group/DMT)

6.1 Accepted Risk

From your analysis please identify any risks not addressed giving reasons and how this has been highlighted within your Directorate:

Area of Risk	Type of Risk? (Legal, Moral, Financial)	Can this be addressed at a later date? (e.g. next financial year/through a business case)	Where flagged? (e.g. business plan/strategic plan/steering group/DMT)	Lead Manager	Date resolved (if applicable)

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