

**KENT COUNTY COUNCIL  
EQUALITY IMPACT ASSESSMENT**

**This form dated 17/12/2010 supersedes all previous EIA/ CIA forms**

**Directorate: BSS Finance and Procurement Name**

**of policy, procedure, project or service**

Draft 2012/13 Budget and 2012/15 Medium Term Financial Plan

**Type**

Proposed Budget & Council Tax 2012/13

**Responsible Owner/ Senior Officer**

Dave Shipton

**Date of Initial Screening**

December 2011

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## Screening Grid

Characteristic	Could this policy, procedure, project or service affect this group differently from others in Kent? YES/NO	Could this policy, procedure, project or service promote equal opportunities for this group? YES/NO	Assessment of potential impact HIGH/MEDIUM/LOW/ NONE/UNKNOWN		Provide details: a) Is internal action required? If yes, why? b) Is further assessment required? If yes, why? c) Explain how good practice can promote equal opportunities
			Positive	Negative	
<b>Age</b>	Yes	<p>Yes- The approach of the MTFP is to prioritise services that are aimed at the most vulnerable. As such this approach could also create opportunities for those who fall within the Protected Characteristic and are particularly vulnerable.</p> <p>Further Impact Assessment will be undertaken following consultation and when Project Initiation Documents are submitted by Budget holders</p>	Med/ High	Med	<p>a) Yes internal action is required- Following agreement on the strategy,</p> <p>b)Yes -Impact Assessment will be undertaken when Project Initiation Documents are submitted by Budget holders. Also responses to draft budget will be taken into consideration when the final decisions are made.</p> <p>c) See Column 2</p>
<b>Disability</b>	Yes	Yes- As above	Med/ High	Med	As above
<b>Gender</b>	Yes	Yes- As above	Med/ High	Med	As above

<b>Gender identity</b>	Yes	Yes- As above	Med/ High	Med	As above
<b>Race</b>	Yes	Yes- As above	Med/ High	Med	As above
<b>Religion or belief</b>	Yes	Yes- As above	Med/ High	Med	As above
<b>Sexual orientation</b>	Yes	Yes- As above	Med/ High	Med	As above
<b>Pregnancy and maternity</b>	Yes	Yes- As above	Med/ High	Med	As above

## **Part 1: INITIAL SCREENING**

### **Context**

Each year the County Council is responsible for agreeing the overall revenue and capital budgets and in particular the amount of Council Tax it requires to precept from district councils and the consequence on the rate for Council Tax charged for County Council services for each property band.

The Council's overall plan is set out in the document "Bold Steps for Kent" (Bold Steps). This MTFP supports this overall Plan. Bold Steps recognises that we will need to deliver our services with less funding and that the Council structure will have to be as efficient as possible.

Detail in terms of the approach that has been taken to the MTP can be found in the Executive Summary of the Medium Term Plan (Draft)

A key message to our managers that we must manage additional spending demands robustly and by adopting creative solutions as additional funding in the form of grants is unlikely to be available. This does, however, create a financial risk that we will monitor very close

This Equality Impact Assessment has been carried out on the overall budget strategy and not the detail within individual proposals. The individual proposals will be subject to their own separate Equality Impact assessment, consultation and assessment procedures at the relevant time.

The screening grid has been completed in relation to the proposed overall strategy. An outcome of this is that an Equality Impact Assessment of individual proposals (particularly savings) will be included in Project Initiation Documents (PIDs) which back-up the major policy changes within the draft budget.

### **Aims and Objectives**

The draft Budget Book and MTFP are high level strategic plans setting out:

- summary of the forecast 3 year position
- the overall resources available for the forthcoming year
- the Council Tax to precept from district councils and the level to be raised from each property band
- the overall resources to be delegated to each Cabinet Member
- an indication of how the resources will be deployed in individual services and the activity that can be afforded
- a picture of the major changes at county level between 2011/12 and 2012/13
- a picture of the major changes within each portfolio

County Council is not asked to agree the detail of individual portfolio spending plans.

## **Beneficiaries**

Anyone who is eligible to pay Council Tax in Kent/ Residents KCC service beneficiaries. Kent County Council and Members

## **Consultation and data**

The Council has a statutory duty to consult on its proposed budget and level of Council Tax under the Local Government Finance Act 1992. The County Council discharges this responsibility via the following:

- a public launch of the budget proposals which is covered in local media
- providing printed copies of the draft Budget Book and MTFP to elected members, relevant officers, trade union representatives, business representatives and any member of staff or the public who requests a copy
- the draft Budget Book and MTFP are also made available on KCC's website together with links to relevant information
- formal consultation with Cabinet, Policy Overview and Scrutiny Committees, Trades Unions and business representatives throughout January
- communication with staff x opportunity for Kent residents, staff and any other interested parties to submit comments either by e-mail or in writing

The Council also conducted informal consultation about future spending priorities during the autumn. This included an all day workshop with Kent residents commissioned from independent market researchers - copies of the report from this session will be available once finalised but the key message was that the Council should focus its resources to protect the most vulnerable groups.; discussions with trade union representatives; presentations/discussions with cabinet members & senior managers; updates to Policy Overview and scrutiny Committees; informal member groups set up by POSCs.

Consultation on the overall budget proposals is not a substitute for consultation or undertaking EIA before implementing individual elements of the proposed budget .Rather, this will help to inform future decisions. Having set the budget this will not preclude making changes following detailed consultation as long as changes are in accordance with the Council's Constitution and Financial Regulations.

The Council has reviewed the presentation of the draft Budget and MTFP over the last two years to try to make it more transparent and make the data more understandable. Inevitably the budget is a plan and there will be variations arising during the year. These variations are reported through the in year budget monitoring. We have reviewed both the Budget Book and monitoring reports to make the data sources consistent.

### **Potential Impact**

Budget proposals could impact on staff working in particular services, clients of those services and stakeholders involved with those services.

Debate at the County Council provides an opportunity to discuss the impact of individual proposals and for members to consider amendments to the proposed budget in light of potential impact. This enables consideration to be made in light of the impact on Council Tax and other council services and to take account of the overall resources available to the Council.

The proposed budget has been developed in line with the Council's medium term plan (Bold Steps for Kent) and aligns financial resources with the priorities set out in this plan. To that extent we have assessed the impact against these priorities and there has been a positive impact in terms of investing additional spending into areas of highest priority

Impact assessments on individual elements within the budget will be carried out after the County Council has approved the overall budget and levels of Council Tax. Without decisions on these overall strategic parameters it would be impossible to carry out detailed impact assessments.

### **Adverse Impact:**

### **Positive Impact:**

## **JUDGEMENT**

### **Option 1 – Screening Sufficient No**

### **Justification:**

### **Option 2 – Internal Action Required Yes**

*(Complete the Action Plan at the end of this document)*

The budget proposals have been developed throughout the year to take account of the likely resources available to the Council, financial performance during the current year, alignment of finance with priorities set out in the council's medium term plan and engagement with members/senior officers/stakeholders at all appropriate stages in the process.

Detailed screening can only take place once the key strategic parameters have been agreed by the County Council.

Further this Equality Impact Assessment will be revisited following the consultation period.

**Option 3 – Full Impact Assessment NO**

*Only go to full impact assessment if an adverse impact has been identified that will need to undertake further analysis, consultation and action*

**Sign Off**

*I have noted the content of the equality impact assessment and agree the actions to mitigate the adverse impact(s) that have been identified.*

**Senior Officer**

Signed:

Date: 15 December 2011

Name: Dave Shipton

Job Title: Acting Head of Financial Strategy

**Directorate Equality Lead**

Signed

Date:

Name:

**Part 2: FULL ASSESSMENT**

**Name**

*Of the policy, procedure, project or service*



**Responsible Owner/ Senior Officer:**

**Date of Full Equality Impact Assessment:**

**Scope of the Assessment**

*Set out what the assessment is going to focus on, as directed by the findings from your initial screening*

**Information and Data**

*State what information/data/research you have used to help you carry out your assessment*

**Involvement and Engagement**

*Provide details of all the involvement and engagement activity you have undertaken in carrying out this assessment and summarise the main findings*

**Judgement**

*Set out below the implications you have found from your assessment for the relevant diversity groups. If any negative impacts can be justified please clearly explain why.*

**Action Plan**

*Provide details of how you are going to deal with the issues raised in judgement above and complete the Action plan at the end of this document*

**Monitoring and Review**

*Provide details of how you intend to monitor and review progress against the above actions*

**Sign Off**

*I have noted the content of the equality impact assessment and agree the actions to mitigate the adverse impact(s) that have been identified.*

**Senior Officer**

Signed:

Date:

Name: Job

Title:

**Directorate Equality Lead**

Signed:

Date:

Name:

Equality Impact Assessment Action Plan

Protected Characteristic	Issues identified	Action to be taken	Expected outcomes	Owner	Timescale	Cost implications
ALL	Understanding impact of approach at the (incomplete sentence	All PIDs to have an EqIA	<p>Most vulnerable are not significantly disadvantaged as a result of their protected characteristics and budget proposals</p> <p>KCC is able to understand and respond to the impact of the MTFP</p> <p>KCC is able to manage risks in relation to Public Sector Equality Duties (PSED) which may have been raised as a result of the MTFP</p>	Budget Owners		

			<p><b>KCC is able to understand the impact on staff and services as a result of the MTFP</b></p> <p><b>KCC is able to robustly manage design and deliver services efficiently without being in breach of its PSED's</b></p>			
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