

<p>What is the decision Executive is being asked to make?</p> <p>Please add a summary of relevant legislation and whether the proposed decision conflicts with any of the Council’s key strategic priorities</p>	<p>To reduce the Council’s overall funding grant of £160,000 to the CAB by £60,000.</p> <p>This is not a statutory service and the funding grant that WBC makes available to the WB CAB is made on a discretionary basis. However, the reduction in funding will obviously mean a change to existing practice.</p> <p>Nationally the picture is mixed in relation to Local Government funding CABs. In Slough and Portsmouth funding has been withdrawn completely. Funding is now provided by the private sector and other partners. The issue of reduced funding is also being picked up by CAB nationally.</p> <p>The service provided by CAB will still be free to all at the point of access and it will be available to all residents. However, a reduction in core funding will impact on the number of volunteer generalist advisers that CAB are able to support vulnerable clients. This will mean fewer advisers on existing sessions or fewer sessions. The effect of both will be to reduce accessibility of advice to the public.</p> <p>Any reduction in funding will also result in the number of paid specialist caseworkers (for debt, for people with long term health conditions, disabilities and carers) having their hours reduced. These caseworkers may also have to spend a disproportionate amount of their time on revenue generating projects and clients will be impacted as a result.</p> <p>It is possible that the elderly (internet access) or the disabled may be impacted but the triage service is there to filter those issues which are deemed by CAB to be urgent and those which can wait. Furthermore, CAB has confirmed that a great deal of people now access financial advice and support online as a first step in helping themselves which may mean that the impact on waiting times to see an advisor may not be impacted greatly if at all.</p>
<p>Budget Holder for item being assessed:</p>	<p>Andy Day, Head of Strategic Support</p>
<p>Name of assessor:</p>	<p>Andy Day</p>
<p>Name of Service & Directorate</p>	<p>Strategic Support, Resources Directorate</p>

Date of assessment:	17 January 2017
Date Stage 1 EIA completed:	13 October 2016

STEP 1 – Scoping the Equality Impact Assessment

1. What data, research and other evidence or information is available which will be relevant to this Equality Analysis? Please tick all that apply.			
Service Targets		Performance Targets	
User Satisfaction		Service Take-up	X
Workforce Monitoring		Press Coverage	
Complaints & Comments		Census Data	
Information from Trade Union		Community Intelligence	
Previous Equality Impact Analysis		Staff Survey	
Public Consultation		Other (please specify)	X

2. Please summarise the findings from the available evidence for the areas you have ticked above.
<p>Quarterly meetings with the Chief Executive of CAB, together with performance data provided by them, suggest that the number of clients they see has reduced. The main reason for this would appear to be the very informative website which allows individuals to obtain a significant amount of early advice and support about a range of financial issues.</p> <p>The responses to successive revenue budget consultations has provided a range of responses, including support for the services that CAB provide and accepting that the proposal should proceed.</p>
3. If you have identified any gaps in the evidence provided above, please detail what additional research or data is required to fill these gaps? Have you considered commissioning new data or research eg a needs assessment?
<p>If 'No' please proceed to Step 2.</p> <p>No</p>

STEP 2 – Involvement and Consultation

1. Please outline below how the findings from the evidence summarised above when broken down, will affect people with the 9 protected characteristics.	
Target Groups	Describe the type of evidence used, with a brief summary of the responses gained and links to relevant documents
Age – relates to all ages	The EIA Stage 1 identified that the elderly, particularly those that live alone and are not computer literate, may have to wait longer to see an advisor if CAB decide to reduce their opening times, whereas many other people may be able to access the internet for initial support and guidance.
Disability - applies to a range of people that have a condition (physical or mental) which has a significant and long-term adverse effect on their ability to carry out 'normal' day-to-day activities. This protection also applies to people that have been diagnosed with a progressive illness such as HIV or cancer.	There is no evidence to indicate that there will be a greater impact on this group than on any other.
Gender reassignment - definition has been expanded to include people who chose to live in the opposite gender to the gender assigned to them at birth by removing the previously legal requirement for them to undergo medical supervision.	There is no evidence to indicate that there will be a greater impact on this group than on any other.
Marriage and Civil partnership –.protects employees who are married or in a civil partnership against discrimination. Single people are not protected.	There is no evidence to indicate that there will be a greater impact on this group than on any other.
Pregnancy and Maternity - protects against discrimination. With regard to employment, the woman is protected during the period of her pregnancy and any statutory maternity leave to which she is entitled. It is also unlawful to discriminate against women breastfeeding in a public place	There is no evidence to indicate that there will be a greater impact on this group than on any other.

Race - includes colour, caste, ethnic / national origin or nationality.	There is no evidence to indicate that there will be a greater impact on this group than on any other.
Religion and Belief - covers any religion, religious or non-religious beliefs. Also includes philosophical belief or non-belief. To be protected, a belief must satisfy various criteria, including that it is a weighty and substantial aspect of human life and behaviour.	There is no evidence to indicate that there will be a greater impact on this group than on any other.
Sex - applies to male or female.	There is no evidence to indicate that there will be a greater impact on this group than on any other.
Sexual Orientation - protects lesbian, gay, bi-sexual and heterosexual people.	There is no evidence to indicate that there will be a greater impact on this group than on any other.

2. Who are the main stakeholders (eg service users, staff etc) and what are their requirements?
<p>Users of the CAB service can come from every walk of life and the services provided are universal. CAB also provides a range of financial and benefits advice. This advice is often seen as crucial by the clients as many of those seeking their help are experiencing significant financial difficulties.</p> <p>Given the financial difficulties of the Council, CAB has been transitioning their services to the extent that they have a website as a first port of call for those in need. This means that many of the clients that were seen in the past are now able to self serve.</p>

3. How will this item affect the stakeholders identified above?
<p>The stage 1 EIA referred to the potential for the elderly to be disadvantaged on the basis that some elderly residents may not have access to a computer or the internet. This could then potentially mean that their only option, in the first instance, would be to seek a face to face appointment with a CAB advisor.</p> <p>However, there is help and support from an ICT perspective within libraries, so this would be an option should an individual wish to seek initial advice before requesting a face to face meeting. This would be the same for all of the protected characteristics. Approaching other family members would also be an option for those seeking initial advice and support.</p>

STEP 3 – Assessing Impact and Strengthening the Policy

What have you assessed the impact as being? If there are potential adverse or differential impact on protected groups, what are the measures you will take to mitigate against such impact. Is there any opportunity to promote equality and good relations?

On balance, it is considered that any adverse impact on any individual with a protected characteristic is likely to be low. CAB provides a universal service which is supplemented by an excellent website.

Service users that responded expressed concern about potentially having to wait to see an advisor face to face. However, CAB has never provided a service which assured anyone being able to see an advisor immediately. There is a triage service in place but having an appointment to discuss difficulties in depth has also been subject to an appointment's system.

STEP 4 – Procurement and Partnerships

Is this item due to be carried out wholly or partly by contractors?

No

If 'yes', will there be any additional requirements placed on the contractor? Have you done any work already to include equality considerations into the contract? You should set out how you will make sure that any partner you work with complies with equality legislation.

N/A

STEP 5 – Making a Decision

Summarise your findings and make a clear statement of the recommendation being made as a result of the assessment. This will need to take into account whether the Council will still meet its responsibilities under the Public sector Equality Duty (Section 149 of the Equality Act), which states:-

A public authority must, in the exercise of its functions, have due regard to the need to:-

- (i) Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;***
- (ii) Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it, in particular the need to:-***
 - (a) Remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic;***
 - (b) Take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it;***

(iii) Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Having looked at the responses from successive consultations and spoken to the Chief Executive of CAB it is considered that the any adverse impact on anyone with a protected characteristic is likely to be low.

CAB will still be “open for business” although it is acknowledged that potential clients may have to wait a little longer to see an advisor. For this reason it is recommended that the proposal proceed.

STEP 6 – Monitoring, Evaluating and Reviewing

Once the change has taken place, how will you monitor the impact on the 9 protected characteristics?

The Council will continue to receive performance data from CAB and quarterly meetings with the Chief Executive will continue to be held to discuss trends and performance issues. If any issues are identified which would suggest that there is an increase of any adverse effect on those with protected characteristics as a result of the withdrawal of funding, a further EIA Stage 2 will be undertaken.

STEP 7 – Action Plan

	Actions	Target Date	Responsible Person
Involvement & consultation	N/A	-	-
Data collection	N/A	-	-
Assessing impact	N/A	-	-
Procurement & partnership	N/A	-	-
Monitoring, evaluation and reviewing	To meet with the Chief Executive of CAB to review performance	Quarterly	Andy Day

STEP 8 – Sign Off

The policy, strategy or function has been fully assessed in relation to its potential effects on equality and all relevant concerns have been addressed.

Contributors to the Assessment

Name: Andy Day

Job Title: Head of Strategic Support

Date: 17 January 2017

Head of Service (sign off)

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