

Cabinet – 12 February 2014

Item 6 (ii)

Revenue Budget and Proposed Council Tax for 2014/2015 and Medium Term Financial Strategy 2014/2015 to 2016/2017

Supplementary information in support of Appendix C: Proposals for Reductions 2014/2015 and 2015/2016 completed Equality Analyses

Please note: references on Equality Analyses refer to Appendix C within Cabinet report

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2.2 Land and Property – Review of operational costs and income generation.



EQUALITY ANALYSIS

Please refer to Part 2 of the Equality Analysis Guidance

Name of Activity:

Undertaking annual rent review \ lease renewal process

Equality Analysis completed by:

Name / Job Title
Nick Wood – Valuation Manager
Date: 02/12/2013

Responsible Officer:

Name / Job Title
Nick Wood – Valuation Manager
Date: 02/12/2013

Is this a: Policy () Strategy () Function (X)
Service () Project () Other ()

Is it: New/Proposed ()
Changing/Being Reviewed () Other (x)

1. Purpose and Scope

Purpose

In this section outline briefly what the policy, decision or activity is, what the intended outcomes/benefits (linked to the Corporate Outcomes Framework) are and over what period of time will the outcomes be achieved. Why does it need to be implemented or revised?

On an ongoing basis the Estates and Valuation Team carry out rent reviews and lease renewals for properties that it owns, (where a rent review or lease renewal is due), in order to ensure that the Council is obtaining best value from its miscellaneous land and property portfolio and that the income the authority receives for the portfolio is appropriate.

Scope

In this section consider who or where is the target for the policy or activity, this could be specific groups of people or organisations, individual wards, neighbourhoods or communities

or the entire city. Links to, and overlap with, wider, local, sub-regional, regional or national priorities or activities should also be considered.

The organisations affected by the decision are those who are occupying Council owned premises for which a rent review or lease renewal is required as the existing term is coming to an end.

Intelligence and Information

What sources of information have been used to inform this assessment/analysis? This should include but is not limited to consultations, resident/service user feedback and statistical data and intelligence.

The Council's Technology Forge System contains information relating to Council property which is either rented out or leased to individuals or organisations.

The rent review \ lease renewal process is basically a negotiation between the Council and the tenant, therefore tenants are informed on an individual basis of the Council's starting position for proposed rents \ lease charges and would then enter into discussions.

2. Analysis of Impact on People

This section offers an opportunity to assess the intended and potential impact of the policy, decision or activity on the people of Sunderland. This includes specific consideration of the impact on individuals, groups with protected characteristics and communities of interest within the city. Please briefly outline any positive, negative or neutral impacts on the specific groups below. In this assessment it is important to remember the Council is required to give due regard to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

Characteristic	List of Impacts		
	Positive	Neutral	Negative
Age		X	
Disability		X	
Gender/Sex		X	
Marriage and Civil Partnership		X	
Pregnancy and maternity		X	
Race/Ethnicity		X	
Religion/belief		X	
Sexual Orientation		X	
Trans-gender/gender identity		X	

Other individuals or groups impacted on:

The policy or action may also have an impact on other groups or individuals which are not covered by the statutory requirements. Please outline any additional individuals or groups which have not already been covered. This could include socio-economic groups, voluntary

and community sector, carers or specific communities which face additional challenges (such as former coal mining areas or areas of high deprivation)

Where a tenant decides that they are not willing to meet the Council's final terms in relation to a rent review or lease renewal, this could lead to the expiry of the agreement and mean that they property they occupy is temporarily unoccupied until a new tenant is awaited. Based upon the use of the premises, i.e. shop, this could have a small impact on communities however past experience would indicate that this is a very rare occurrence and would any impact would only be temporary.

Gaps in intelligence and information:

Having undertaken the analysis are there any areas of intelligence or information which need to be improved? Please outline any areas where the current information is not complete enough to take a decision. Addressing this gap should be covered in the action plan.

Only the basic details of tenants are recorded, i.e. name and address. The process of rent \ lease reviews is neutral in relation to the various protected categories as it is aimed at seeking best value for the Council irrespective of their characteristics through negotiation.

Policy/Decision/Project/Activity Title:
Rent Reviews \ Lease Renewals

Responsible Officer: Nick Wood

3. Summary of Impacts and Response to Analysis

Please provide a summary of the overarching impacts that have been highlighted through the analysis process through the three questions below. It is important to recognise that individuals may belong to one or more of these characteristic groups and the combined impact could be greater than any single impact.

Who will the policy/decision/project/activity impact on and who will benefit?

The organisations affected by the decision are those who are occupying Council owned premises for which a rent review or lease renewal is required as the existing term is coming to an end.

The Council and its rate payers benefit from the rent review \ lease renewal process as it is aimed at ensuring best value is obtained from assets which assists in keeping Council Tax low.

Tenants benefit from being able to utilise Council owned property for a specified period of time at an agreed rate.

Who will not benefit and why not?

Tenants may feel that they don't benefit from this process as it will in most cases mean an increase in rent \ lease charges.

Who should be expected to benefit and why don't they?

Not applicable

4. Response to Analysis, Action Plan and Monitoring,

In this section please outline what actions you propose to take to minimise the negative, and maximise the positive, impacts that have been identified through the analysis. By considering and implementing these actions the policy or action can be refined to make sure that the greatest benefits are achieved for the people of Sunderland. The performance monitoring process should also be set out to explain how ongoing progress is going to be followed to make sure that the aims are met.

From the analysis four broad approaches can be taken, (No major change, continue with the policy/action despite negative implications, adjust the policy/decision/action or stop the policy/action). Please indicate, using the list below, which is proposed.

- No Major Change (X)
- Continue Despite Negative Implications ()
- Adjust the Policy/Decision/Project/Activity ()
- Stop ()

Action Plan

ACTION	WHO	WHEN	MONITORING ARRANGEMENTS

2.3 Economic Development Grants Review

EQUALITY ANALYSIS

Please refer to Part 2 of the Equality Analysis Guidance

Name of Policy/Decision/Project/Activity:

A reduction in the economic development grant budget.

Equality Analysis completed by:

Name / Job Title
Berni Whitaker
Enterprise Manager
Date: 22/01/2014

Responsible Officer:

Name /Job Title:
Ian Williams – Business Investment
Director
Date: 22/01/2014

Is this a: Policy () Strategy () Function ()
Service (x) Project () Other ()

Is it: New/Proposed ()
Changing/Being Reviewed (x) Other ()

1. Purpose and Scope

Purpose

In this section outline briefly what the policy, decision or activity is, what the intended outcomes/benefits (linked to the Corporate Outcomes Framework) are and over what period of time will the outcomes be achieved. Why does it need to be implemented or revised?

The decision was taken to identify if any efficiencies could be achieved by reviewing the grants budgets (revenue and capital) that the Business Investment Receive as part of their core funding and offer as financial incentives to business. The proposal will be to introduce repayable grants into the Financial Incentives Schemes which will enable the reduction of the budget in this area by £250k whilst also enabling the creation of a more sustainable funding pot.

Scope

In this section consider who or where is the target for the policy or activity, this could be specific groups of people or organisations, individual wards, neighbourhoods or communities or the entire city. Links to, and overlap with, wider, local, sub-regional, regional or national priorities or activities should also be considered.

The organisations affected by the decision are Sunderland City Council, inward investors, indigenous businesses and potential entrepreneurs.

Intelligence and Information

What sources of information have been used to inform this assessment/analysis? This should include but is not limited to consultations, resident/service user feedback and statistical data and intelligence.

Sunderland City Council is only one of a small number of councils that still offer financial incentives to businesses by payment of grant. During the last year through undertaking a review of the current system we have identified that we need to continue to gather best practice and lessons learned from the current scheme, to shape the financial incentives support going forward.

There has been no consultation with the businesses as this is an internal Business Investment Team/Council decision. We hope to have a more focused financial incentives offer, which will be directed more intensively on the manufacturing, engineering and software sectors and which will focus support on project based approaches which have job outcomes attached. We will also introduce alternative ways of using the grants budgets to support businesses via loans therefore establishing a move towards more sustainable financial incentives support.

2. Analysis of Impact on People

This section offers an opportunity to assess the intended and potential impact of the policy, decision or activity on the people of Sunderland. This includes specific consideration of the impact on individuals, groups with protected characteristics and communities of interest within the city. Please briefly outline any positive, negative or neutral impacts on the specific groups below. In this assessment it is important to remember the Council is required to give due regard to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

Characteristic	List of Impacts		
	Positive	Neutral	Negative
Age		X	
Disability		X	
Gender/Sex		X	
Marriage and Civil Partnership		X	
Pregnancy and maternity		X	
Race/Ethnicity		X	
Religion/belief		X	
Sexual Orientation		X	
Trans-gender/gender identity		X	

Other individuals or groups impacted on:

The policy or action may also have an impact on other groups or individuals which are not covered by the statutory requirements. Please outline any additional individuals or groups which have not already been covered. This could include socio-economic groups, voluntary and community sector, carers or specific communities which face additional challenges (such as former coal mining areas or areas of high deprivation)

The decision will impact across the business community but will not impact against any one type of individual or groups more than others. The Scheme will still be open to any of the above characteristics as long as their proposal satisfies the generic criteria.

Gaps in intelligence and information:

Having undertaken the analysis are there any areas of intelligence or information which need to be improved? Please outline any areas where the current information is not complete enough to take a decision. Addressing this gap should be covered in the action plan.

Not applicable

Policy/Decision/Project/Activity Title:

A reduction in the economic development grant budget.

Responsible Officer: Ian Williams

3. Summary of Impacts and Response to Analysis

Please provide a summary of the overarching impacts that have been highlighted through the analysis process through the three questions below. It is important to recognise that individuals may belong to one or more of these characteristic groups and the combined impact could be greater than any single impact.

Who will the policy/decision/project/activity impact on and who will benefit?

The decision will impact on inward investors, indigenous business and potential entrepreneurs. However the overall reduction in grants will be mitigated by the introduction of an element of loan funding. Establishing a sustainable revenue source for the future.

Who will not benefit and why not?

Not applicable

Who should be expected to benefit and why don't they?

Not applicable

4. Response to Analysis, Action Plan and Monitoring,

In this section please outline what actions you propose to take to minimise the negative, and maximise the positive, impacts that have been identified through the analysis. By considering and implementing these actions the policy or action can be refined to make sure that the greatest benefits are achieved for the people of Sunderland. The performance monitoring

process should also be set out to explain how ongoing progress is going to be followed to make sure that the aims are met.

From the analysis four broad approaches can be taken, (No major change, continue with the policy/action despite negative implications, adjust the policy/decision/action or stop the policy/action). Please indicate, using the list below, which is proposed.

- No Major Change ()
- Continue Despite Negative Implications ()
- Adjust the Policy/Decision/Project/Activity (x)
- Stop ()

Action Plan

ACTION	WHO	WHEN	MONITORING ARRANGEMENTS
Monitor the impact on enquiries and awards.	Berni Whitaker	During financial year 14/15	Monitoring will be captured via the Performance Management Framework. Analysis will be undertaken on a quarterly basis.

2.4 Review of Citywide Services

2.4.1 Review of Citywide Services – Waste Collection EQUALITY ANALYSIS

Equality Analysis completed by:

Responsible Officer: Colin Curtis

Name(s)/Job Title

Name	Job Title	Date
Colin Curtis	Assistant Head of Street Scene	10/9/13
Brian Taylor	Contract & Compliance Officer	10/9/13

Purpose and Scope

Purpose

To introduce a four day working week (Tuesday to Friday) to the refuse & recycling service area: this will replace the current five day week.

Scope

Refuse & Recycling Service Area currently collects household waste and recyclable waste from approximately 124,000 properties throughout the City of Sunderland. We also collect from approximately 1,000 non-domestic (trade) premises.

The change will affect approximately 148 of our own front line staff employed in refuse and recycling collections.

Intelligence and Information

The sources of information used include the following;

- Initial discussions with OCE Senior Management Team including Deputy Chief Executive, the Customer Services Network, Human Resources & Communications;
- Consultation with Gateshead Council, who have experience of introducing a similar scheme.
- Experience and knowledge from the current refuse & recycling management team.
- Consultation with the workforce & Trades Unions.
- A project board is in place lead by Head of Streetscene, under the OCE Change Management Team.

Analysis of Impact on People

Characteristic	List of Impacts		
	Positive	Neutral	Negative
Age		No Impacts are anticipated. The nature of the service will remain the same – other than collections will not take place on a Monday. Assisted collections for aged and infirm residents will continue and refuse collection frequencies will not change	
Disability		No Impacts are anticipated.	
Gender/Sex		No Impacts are anticipated.	
Marriage and Civil Partnership		No Impacts are anticipated.	
Pregnancy and maternity		No Impacts are anticipated.	
Race/Ethnicity		No Impacts are anticipated.	
Religion/belief		No Impacts are anticipated.	
Sexual Orientation		No Impacts are anticipated.	
Trans-gender/ gender identity		No Impacts are anticipated.	

Other individuals or groups impacted on

Characteristic	List of Impacts		
	Positive	Neutral	Negative
Council Employees	The change to a four day working week could be seen to be introducing a healthier work/life balance, with staff having three days holiday at weekends.		Refuse collection is a repetitive, physical task involving working outside. Older/less fit members of staff may claim or raise concerns that they may face experience difficulty in completing their working day as the time spent at work each day increases from 7.5 hours to 9.25 hours. OHU will be consulted and all representations received by

			employees during the consultation period will be considered and where appropriate reasonable adjustments made.
Residents		There will be an initial impact on residents as the majority of households will have their existing day of refuse collections changed. The level of service will remain the same	

Gaps in intelligence and information:

The project group are yet to meet with OHU in respect of any advice which may be offered in respect of the extension of the working day for the refuse collection workforce. Any potential unintended health impacts or measures to prevent any impacts will be considered

Summary of Impacts and Response to Analysis (NOTE - this section will be ‘published’ on the intranet)

Who will the policy/activity impact on and who will benefit?

- **Householders** will see their weekly refuse collection service retained, and will experience reduced disruption on five bank holiday weeks of the year when refuse collection days have to change under the current arrangements.

There will be an initial impact on residents as the majority of households will have their existing day of refuse collections changed. The impact of this will be reduced by working closely with customer services network and communications team to ensure the public and ward councillors are made aware of the changes to services in a timely manner.

- **Council** in respect of increased efficiency through reduced spend on premium overtime payment rates for Saturday refuse collection following Bank Holidays, and reduced spend on marketing of refuse collection day changes after 5 bank holidays per year.
- **Employees** involved in delivering the new service will work a compressed working week of 4 days, generally improving work life balance.

Who doesn't benefit and why not?

- There should be no-one who the change will affect adversely.

Who should be expected to benefit and why don't they?

- None

Response to Analysis, Action Plan and Monitoring Arrangements

- See below

Action Plan and Monitoring

ACTION	WHO	WHEN	MONITORING ARRANGEMENTS
Working group is established & meetings are arranged until the change is implemented & embedded.	Assistant Head of Streetscene Representatives from Change Management & Transformation.	Monthly	4 Day Week Project Plan is in place & is maintained by Change Management & Transformation team
Work closely with customer services network and communications team to ensure the public and ward councillors are made aware of the changes to services in a timely manner.			Review the level of contact received, identify trends in information requests and provide additional information as required
Meet with OHU to discuss any potential impacts on the workforce as a result of the longer working days to achieve the 4 day week.	Assistant Head of Streetscene Refuse Ops Manager	September 2013	OHU will be consulted and all representations received by employees during the consultation period will be considered and where appropriate reasonable adjustments made.
Consultation process with Trades unions and employees	Refuse Operations Manager, Assistant head of Streetscene, HR advisor.	Commenced spring 2013, to be completed November 2013.	All refuse collections crews are being consulted a part of a series of tool box talks which will result in a new local working agreement. Any issues raised by the workforce, including the issue of physical or health impacts will be addressed, and appropriate action taken where warranted. Operations staff and the trades unions were balloted on the decision to agree a 4 day week which resulted in the workforce agreeing to the proposals and a Local Agreement Signed between employees, TU's and Management. Any employees with mitigating circumstances such as physical limitations or care responsibilities to be given opportunity for support.

2.4.2 Review of Citywide Services – Transport Fleet Review

EQUALITY ANALYSIS

Equality Analysis completed by:

Responsible Officer: Les Clark

Name(s)/Job Title

Name	Job Title	Date
Les Clark	Head of Street Scene	21.09.12
Colin Curtis	Assistant Head of Street Scene	21.09.12
Ian Bell	Fleet & Transport Manager	21.09.12
Nicola Topping	Senior Project Manager	21.09.12

Purpose and Scope

Purpose

The purpose of the project is to re-engineer the provision of the Council's fleet and transport requirements to be as financially efficient and operationally effective as possible.

The review covers:

- The fleet that the Council owns and the arrangements for its maintenance;
- The fleet that Council leases and hires externally;
- The use of third party spend such as buses and taxis (e.g. for home to school transport);
- Service delivery related business (motor) travel of Council employees.

Scope¹

The overall objective of the Transport and Fleet service review is to ensure that the need to move people and materials in order for the Council to discharge its responsibilities and deliver its services, is carried out in the most cost effective, efficient and sustainable manner. The review explored if and how the Council can integrate its assets and activities with that of partners to maximise social and economic benefits to the City, ensuring statutory responsibilities are maintained.

¹ Extracted from signed off Transport & Fleet Scoping Document

The review covered the fleet that the Council owns and the arrangements for its maintenance, the fleet that Council leases and hires externally, the use of third parties such as buses and taxis (e.g. for home to school transport) and service delivery related business travel of Council employees.

Historically these functions are largely embedded within Directorates and the immediate objective of the review has been to consolidate these functions together to ensure corporate overview and coordination. This consolidation to create an integrated transport unit will support a second objective of the review which is to maximise economies of scale possible through vehicle procurement, external contracts and co-location of facilities. A third objective is to establish intelligent systems (such as route optimisation) to ensure that fleet and transport assets are deployed and utilised in the most efficient manner across all Directorates. The objectives above will focus on opportunities for efficiencies.

Intelligence and Information

The sources of information used include the following;

- Initial discussions with relevant Executive Directors;
- Communication and consultation with Transport and Fleet Working Groups within the directorates;
- Communication and consultation with the Trade Unions;
- Data from fleet management systems e.g. vehicle tracking, Tranman and Odessa;
- Professional experience and knowledge from those services who currently deal with transport and fleet;
- Data relating to third party taxi contracts utilised for transporting individuals with identified needs;
- Data relating to Car Mileage;
- Benchmarking marking with Procurement of alternative service delivery;
- Knowledge sharing with local authorities e.g. Regional Fleet Officers Group;
- Negotiations with third party suppliers;
- Questionnaire across the Council on vehicle usage;
- Data analysis on vehicle utilisation;
- Finance information extracted from SAP.

Analysis of Impact on People

Characteristic	List of Impacts		
	Positive	Neutral	Negative
Age		Early discussions with Executive Director of People Services identified significant cross over with the Personalisation agenda which has resulted in those budgets relating to Personal care being retained in the appropriate directorate to ensure that	

		<p>personal transport remains part of the move towards personalisation.</p> <p>These aspects in relation to personal care will be developed by the working groups established in the directorates covering the whole of the council and these groups will be tasked to carry out equality impact analysis on any changes to service provision.</p>	
Disability		Please see 'age' above	
Gender/Sex		Please see 'age' above	
Marriage and Civil Partnership		There are no criteria related to marriage and civil partnership therefore no impact is anticipated.	
Pregnancy and maternity		Please see 'age' above	
Race/Ethnicity		Please see 'age' above	
Religion/belief		Please see 'age' above	
Sexual Orientation		Please see 'age' above	
Trans-gender/ gender identity		Please see 'age' above	

Other individuals or groups impacted on

Characteristic	List of Impacts		
	Positive	Neutral	Negative
Council Employees	<p>By reducing the fleet costs and resources will seek to minimise the impact on human resources.</p> <p>The review is investigating the wider use of pool resources which could lessen the reliance that individuals have on owning their own vehicle for business purposes.</p>		

Gaps in intelligence and information:

N/A

Summary of Impacts and Response to Analysis

Who will the policy/activity impact on and who will benefit?

- The main beneficiary is the Council in respect of reduced spend.
- The review primarily focuses upon improved, more intelligent and efficient use of vehicle resources.
- The review will not directly result in changes to external service delivery to customers.
- There will positive environmental impact through improving the environmental performance of the fleet.

Who doesn't benefit and why not?

- The impact of the review is intentionally designed to be "invisible" to the public/customers.

Who should be expected to benefit and why don't they?

- Council services will be required to deliver their functions with a reduced scale of transport resource which will require those services to work smarter and more efficiently.

Response to Analysis, Action Plan and Monitoring Arrangements

- No major changes are considered to be required at this time, specific service changes will be evaluated by the working groups.

Action Plan and Monitoring

ACTION	WHO	WHEN	MONITORING ARRANGEMENTS
The Project Board will review the Equality Analysis produced by the working groups in relation to service specific changes to ensure coherence with the Project Level Equality Analysis ensuring that any outward facing changes planned (e.g. if there are any changes to external service delivery to customers) that the impact of those on the service users will be considered.	Project Board	Standing agenda item	Monthly at Project Board
Communication Plan to be developed and rollout out in line with identified stakeholder analysis needs.	Project Board led by Communication team.	Standing agenda item	Monthly at Project Board

2.4.3 Review of Citywide Services – Household Waste Recycling EQUALITY ANALYSIS

Equality Analysis completed by:

Responsible Officer: Colin Curtis

Name(s)/Job Title

Name	Job Title	Date
Colin Curtis	Assistant Head of Street Scene	18.6.13
Fiona Swinburne	Waste Manager	18.6.13

Purpose and Scope

Purpose

The purpose of the project is to seek tenders for the operation of the Councils Household Waste and Recycling Centre (HWRC) to ensure it is as financially efficient and operationally effective as possible.

This covers:

- The day to day operation of the HWRC as currently provided in house with 5 attendants employed on a fixed term basis;
- The fleet of two vehicles and drivers that the Council employs to transport collected waste at the HWRC to its final disposal point.

Scope²

The scope of this analysis covers the specific proposed action above which is to seek tenders from external organisations for the operation and transport of wastes from the HWRC to increase efficiency, comply with all necessary regulations and permit conditions and improve recycling performance. The Council operates the service in house. A benchmark cost of the in house service will be used to compare with contractors bids, and a contract awarded if any priced tenders provides better value for money.

Five HWRC attendant posts (1 grade D and 4 at grade C) may be affected by the changes, currently posts all are fixed term. Two drivers posts (Grade F) will also be affected directly if their service is externalised. Options for these posts are being explored, one of which may be a TUPE transfer while the other option may involve employees leaving through the workplace transformation project (severance and / or retirement).

² Extracted from signed off Transport & Fleet Scoping Document

Intelligence and Information

The sources of information used include the following;

- Initial discussions with OCE Senior Management Team including Deputy Chief Executive, Corporate Procurement and Human Resources;
- Communication and consultation with South of Tyne Waste Management Partnership Procurement Team;
- Communication and consultation with the Trade Unions;
- Professional experience and knowledge from neighbouring council who recently procured the service this way;
- Data relating to spend on the HWRC service analyses by OCE Financial Management Team.

Analysis of Impact on People

Characteristic	List of Impacts		
	Positive	Neutral	Negative
Age		No Impacts are anticipated	
Disability		No Impacts are anticipated- The physical characteristics of the HWRC functions will not change, and either TUPE or new staff will be trained in equality impact awareness to ensure service users are not disadvantaged.	
Gender/Sex		No Impacts are anticipated- contractors will have to submit their own policies and procedures as part of the EU OJU procurement process.	
Marriage and Civil Partnership		No Impacts are anticipated	
Pregnancy and maternity		No Impacts are anticipated- contractors will have to submit their own policies and procedures as part of the EU OJU procurement process.	
Race/Ethnicity		No Impacts are anticipated- contractors will have to submit their own policies and procedures as part of the EU OJU procurement process.	
Religion/belief		No Impacts are anticipated	
Sexual Orientation		No Impacts are anticipated- contractors will have to submit their own policies and procedures as part	

		of the EU OJU procurement process.	
Trans-gender/ gender identity		No Impacts are anticipated	

Other individuals or groups impacted on

Characteristic	List of Impacts		
	Positive	Neutral	Negative
Council Employees	By reducing the HWRC costs and resources employed in the service – this will minimise the impact on human resources. For example the Council will no longer need to retain a specially qualified manager for the HWRC (known as a technically competent manager or TCM) which is straining resources as the contractor will prove a TCM.	N/A	N/A
Customer / HWRC site users	N/A	The customers / site users will not experience any change as the specification for carrying out the work is the same for work carried out by the Council.	N/A

Gaps in intelligence and information:

N/A

Summary of Impacts and Response to Analysis

Who will the policy/activity impact on and who will benefit?

- The main beneficiary is the Council in respect of reduced spend.
- The review will not directly result in changes to external service delivery to customers.
- There will positive environmental impact through improving the recycling performance of the HWRC.

Who doesn't benefit and why not?

- The impact of the review is intentionally designed to be “invisible” to the public/customers.

Who should be expected to benefit and why don't they?

- Council services will be required to deliver their functions with a reduced scale of transport resource which will require those services to work smarter and more efficiently.

Response to Analysis, Action Plan and Monitoring Arrangements

- No major changes are considered to be required at this time, specific service changes will be evaluated by the working groups.

Action Plan and Monitoring

ACTION	WHO	WHEN	MONITORING ARRANGEMENTS
The Assistant Head of Streetscene will review the Equality Analysis produced in respect of the change to externalise the HRWC function. Assistant Head of Streetscene will lead on consultation through the changes and will monitor the performance of the contract closely to ensure there are no unintended negative impacts.	Assistant Head of Streetscene	Standing agenda item	Quarterly at Contract Review meetings
The Waste Manager will monitor HWRC contract performance to ensure there are no negative impacts on site users in terms of reduction in the quality of service provided over what is currently in place	Waste Manager	Standing agenda item	Quarterly at Contract Review meetings, and review of complaints and feedback received on the service.

2.4.4 Review of Citywide Services – Regulatory Services EQUALITY ANALYSIS

Equality Analysis completed by:

Responsible Officer: Colin Curtis

Name(s)/Job Title

Name	Job Title	Date
Colin Curtis	Assistant Head of Street Scene	24/1/14
Karen Lounton	Bereavement and Registration Services Manager	24/1/14

Purpose and Scope

Purpose

To review the fees and charges connected to civil registration for the financial year 2014/15.

Scope

The Registration Service conducts on average 3000 birth registrations and 3000 death registrations per annum for the Sunderland Registration District. In addition, the service also conducts approximately 1500 notice of marriages / civil partnership each year, as well as 470 ceremonies. Citizenship and Nationality are also key functions provided by the Registration Service with an average of 340 new citizens receiving their Certificate of Nationality in Sunderland each year together with an average of 130 each year requesting the National Checking Service which the service also provides as the first step to British Citizenship. Changes to fees and charges will impact upon all service users who are taken from all demographic groups within the city.

Intelligence and Information

The sources of information used include the following;

- Experience and knowledge from the current Registration Service management team.
- Statistics from annual Stewardship Report for the General Register Office.

Analysis of Impact on People

Characteristic	List of Impacts		
	Positive	Neutral	Negative
Age		No impacts are anticipated.	
Disability		No Impacts are anticipated.	
Gender/Sex		No Impacts are anticipated.	
Marriage and Civil Partnership		No Impacts are anticipated.	
Pregnancy and maternity		No Impacts are anticipated.	
Race/Ethnicity		No Impacts are anticipated.	
Religion/belief		No Impacts are anticipated.	
Sexual Orientation		No Impacts are anticipated.	
Trans-gender/ gender identity		No Impacts are anticipated.	

Other individuals or groups impacted on

Characteristic	List of Impacts		
	Positive	Neutral	Negative
Service users	<p>Reasonable fees and charges will enable the service to continue to perform efficiently, with the correct resources secured to deliver an excellent service level to customers and families.</p> <p>The discretionary fees and charges which apply to Approved Premises ceremonies, the Nationality</p>	<p>Many of the fees and charges levied by the Registration Service are statutory fees determined by central government legislation. Fees for birth, death, marriage and civil partnership certified copy certificates are set by statute at £10.00 per copy. Other statutory fees include the notice of marriage / civil partnership fee at £35.00 per person and the statutory marriage / civil partnership fee of £45.00 for Register Office</p>	

	Checking Service, non-standard citizenship ceremonies and naming and reaffirmation ceremonies are based on a cost recovery only formula. This ensures that fees remain realistic and reasonable to the customer.	ceremonies. Many customers who use the Registration Service require a statutory service, and are therefore charged accordingly.	
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Gaps in intelligence and information: N/A

Summary of Impacts and Response to Analysis (NOTE - this section will be 'published' on the intranet)

Who will the policy/activity impact on and who will benefit?

- **Service users** will continue to receive an efficient and professional service from the Registration Service at what is a crucial 'life event' moment for them.
- **Council** in respect of maintained efficiency through appropriate fees and charges to support the service, and ensure it continues to achieve national performance standards established by the General Register Office.

Who doesn't benefit and why not?

- There should be no-one who the change will affect adversely.

Who should be expected to benefit and why don't they?

- None

Response to Analysis, Action Plan and Monitoring Arrangements

- See below

Action Plan and Monitoring

ACTION	WHO	WHEN	MONITORING ARRANGEMENTS
The Bereavement and Registration Services Manager will continue to monitor service performance to ensure performance targets are met in accordance with General Register Office standards.	Bereavement and Registration Services Manager	Monthly analysis of performance.	Monthly analysis and annual Stewardship Report to General Register Office from the Bereavement and Registration Services Manager who is the Proper Office Representative for the Sunderland Registration District.

2.5 Car Parking – review of operational costs and income

EQUALITY ANALYSIS

Please refer to Part 2 of the Equality Analysis Guidance

Name of Policy/Decision/Project/Activity:

Sunderland Parking Strategy 2014-2020

**Equality Analysis completed by:
Robin Pepper**

**Job Title: Transformation Change
Manager**

Date: 23rd January 2014

**Responsible Officer:
Les Clark**

Job Title: Head of Street Scene

Date: 23rd January 2014

Is this a:	Policy ()	Strategy (X)	Function ()
	Service ()	Project ()	Other ()
Is it:	New (X)		
	Changing/Being Reviewed ()	Other ()	

1. Purpose and Scope

Purpose

In this section outline briefly what the policy, decision or activity is, what the intended outcomes/benefits (linked to the Corporate Outcomes Framework) are and over what period of time will the outcomes be achieved. Why does it need to be implemented or revised?

The Equality Analysis evaluates the draft Parking Strategy as regards its potential impact on future parking provision and management in the City.

The Parking Strategy 2014 to 2020 identifies the approach that the Council will take to parking provision and management during the course of the next 12 years. It identifies guiding principles and policies that inform the approach to parking management arising from the changing need brought about by the City's economic development and regeneration plans.

The strategy also seeks to balance the demand for changes to parking provision arising from economic development and regeneration plans against the need to promote more sustainable modes of transport in the City. The Parking Strategy will inform the development of medium to long term service improvements that will balance the needs of all stakeholders, residents, businesses and visitors in the City whilst providing a safe and congestion free transportation network for all modes of transport.

In doing so the strategy will support achievement of the aims outlined in the Sunderland Economic Masterplan and help the City to achieve its Climate Change Action Plan targets for a reduction in carbon emissions that align Sunderland with targets in the UK Low Carbon Transition Plan and EU Covenant of Mayors Initiative.

Corporate Outcomes Framework: PLACE

- An attractive, modern city where people choose to invest, live, work and spend their leisure time
- A well connected City

Corporate Outcomes Framework: ECONOMY

- A national hub of the low carbon economy
- A prosperous and well-connected waterfront City

Scope

In this section consider who or where is the target for the policy or activity, this could be specific groups of people or organisations, individual wards, neighbourhoods or communities or the entire city. Links to, and overlap with, wider, local, sub-regional, regional or national priorities or activities should also be considered.

All those who live, work or visit the City of Sunderland will be potentially affected by the service improvements that will result from publication of a Parking Strategy. Specific groups and organisations likely to be affected include local businesses, local traders, transport operators, charities / 3rd sector, pedestrians, disabled parkers, council employees, council partners and emergency services.

Intelligence and Information

What sources of information have been used to inform this assessment/analysis? This should include but is not limited to consultations, resident/service user feedback and statistical data and intelligence.

- Budget Consultation 2013/2014, this indicated that whilst residents were prepared to accept some increase in parking charges that there is also a need for cheaper or free parking to encourage visitors to the City. It was agreed that we will review our car parking strategy to determine how car parking arrangements can support economic growth particularly in the City Centre to increase the use of Council car parks.
- Sunderland City Council Residents Survey 2012
- Service User feedback, particularly any in relation to disabled parking or issues that local businesses have in relation to parking provision.
- Joint Leadership Team feedback
- Sunderland City Council Parking Annual Report 2011/2012
- Parking Services Review Report, which included recommendations in relation to addressing inappropriate on-street disabled parking whilst maintaining free off-street surface car parking for disabled drivers
- Parking Services Review Working Group
- Sunderland City Council Parking Panel
- Streetscene Transformation Board

2. Analysis of Impact on People

This section offers an opportunity to assess the intended and potential impact of the policy, decision or activity on the people of Sunderland. This includes specific consideration of the impact on individuals, groups with protected characteristics and communities of interest within the city. Please briefly outline any positive, negative or neutral impacts on the specific groups below. In this assessment it is important to remember the Council is required to give due regard to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

Characteristic	List of Impacts		
	Positive	Neutral	Negative
Age	All age groups will benefit from delivery of priorities that support improvements in road safety arising from effective enforcement activity.		
Disability	Disabled persons are likely to benefit from effective enforcement that reduces obstructions caused by parked vehicles to pavements.	The Council will continue to provide disabled parking bays in publicly owned car parks that benefit disabled residents reliant on private vehicles due to complex travel requirements.	
Gender/Sex		No impact identified	

Marriage and Civil Partnership		No impact identified	
Pregnancy and maternity		No impact identified	
Race/Ethnicity		No impact identified	
Religion/belief		No impact identified	
Sexual Orientation		No impact identified	
Trans-gender/gender identity		No impact identified	

Other individuals or groups impacted on:

The policy or action may also have an impact on other groups or individuals which are not covered by the statutory requirements. Please outline any additional individuals or groups which have not already been covered. This could include socio-economic groups, voluntary and community sector, carers or specific communities which face additional challenges (such as former coal mining areas or areas of high deprivation)

Council Staff – Any changes to policy in respect of employee parking may impact on staff. There are charges associated with the issue of an employee parking permit and access to a permit may be restricted by the number of business journeys that a member of staff undertakes. The Equality Impact Analysis that was undertaken when the current permit scheme was first introduced will be revisited if the scheme is amended to address any issues identified for disabled drivers.

Local Businesses / Trader’s – some proposed changes to parking provision will have a potentially positive impact on economic activity in the City. This may include consideration of the introduction of free parking periods in City Centre car parks to support business activity.

Gaps in intelligence and information:

Having undertaken the analysis are there any areas of intelligence or information which need to be improved? Please outline any areas where the current information is not complete enough to take a decision. Addressing this gap should be covered in the action plan.

Further intelligence in relation to the development of Parking Strategy priorities will be provided via a programme of consultation to be undertaken prior to publication of the final draft Parking Strategy. This will include organisations and groups from within the business community, charities / 3rd sector (including disability groups), transport operators, council partners, emergency services and elected members. The Equality Impact Analysis will be reviewed to take account of the consultation findings.

Service improvements emerging from the priorities identified in the Parking Strategy will where applicable require changes to or development of new Traffic Regulations Orders. Each Order is subject to a separate consultation process; the type of consultees is dependent on the nature of the Order. The information gathered from this consultation will be used to inform the development of further parking service improvements that support delivery of Parking Strategy priorities. Once again the Equality Impact Analysis will be reviewed to take account of findings.

Individual work streams that emerge to support delivery of the Parking Strategy priorities will be subject to a separate Equality Impact Analysis where appropriate.

Policy/Decision/Project/Activity Title:

Sunderland Parking Strategy 2014-2020

Responsible Officer: Head of Street Scene

3. Summary of Impacts and Response to Analysis

Please provide a summary of the overarching impacts that have been highlighted through the analysis process through the three questions below. It is important to recognise that individuals may belong to one or more of these characteristic groups and the combined impact could be greater than any single impact.

Who will the policy/decision/project/activity impact on and who will benefit? The Parking Strategy will potentially impact on all those who live, work or visit the City of Sunderland. The strategy is seeking to support the economic development and regeneration of the City whilst helping the City to meet its targets in respect of reducing carbon emissions. This will benefit local businesses and trader's and support employment prospects in the City.

All Age Groups will benefit from delivery of priorities that support improvements in road safety arising from effective enforcement activity.

Disabled persons will benefit from effective enforcement that reduces obstructions caused by parked vehicles to pavements. The Council will continue to provide disabled parking bays in publicly owned car parks that benefit disabled residents reliant on private vehicles due to complex travel requirements.

All Genders will potentially benefit from any changes that introduce new parking measures aimed at more responsible parking and the use of sustainable travel; this will improve accessibility for all through an improved walking environment and reduction in congestion.

Who will not benefit and why not?

n/a

Who should be expected to benefit and why don't they?

n/a

4. Response to Analysis, Action Plan and Monitoring,

In this section please outline what actions you propose to take to minimise the negative, and maximise the positive, impacts that have been identified through the analysis. By considering and implementing these actions the policy or action can be refined to make sure that the greatest benefits are achieved for the people of Sunderland. The performance monitoring process should also be set out to explain how ongoing progress is going to be followed to make sure that the aims are met.

From the analysis four broad approaches can be taken, (No major change, continue with the policy/action despite negative implications, adjust the policy/decision/action or stop the policy/action). Please indicate, using the list below, which is proposed.

No Major Change (X)

Continue Despite Negative Implications ()

Adjust the Policy/Decision/Project/Activity ()

Stop ()

Action Plan

ACTION	WHO	WHEN	MONITORING ARRANGEMENTS
Undertake a programme of consultation to provide intelligence that will inform further development of Parking Strategy priorities	Network Management	April 2014	<p>Key findings from the consultation will be reported in the Parking Strategy.</p> <p>Findings will inform the final draft of the strategy to be considered by Cabinet.</p> <p>The EIA will be reviewed to take account of any findings</p>
Use information from Traffic Regulation Order consultation to inform development of service improvements that support the delivery of Parking Strategy priorities	Network Management	Ongoing	<p>Key findings from the consultation will be used to inform the final draft Order.</p> <p>Lessons learnt will inform development of future service improvements.</p> <p>The EIA will be reviewed to take account of any findings</p>
Each work stream that is developed to support delivery of Parking Strategy priorities will be subject to an Equality Impact Analysis where appropriate	Network Management	Ongoing	<p>Any gaps in provision will have mitigating actions included in the work stream action plan.</p> <p>These will be monitored via the applicable project working group.</p>

2.6 Bereavement Services – review of operational costs and income

EQUALITY ANALYSIS

Equality Analysis completed by:

Responsible Officer: Colin Curtis

Name(s)/Job Title

Name	Job Title	Date
Colin Curtis	Assistant Head of Street Scene	24/1/14
Karen Lounton	Bereavement and Registration Services Manager	24/1/14

Purpose and Scope

Purpose

To review the fees and charges connected with burial and cremation for the financial years 2014/15 and 2015/16.

Scope

Bereavement Services conducts on average 2250 cremations at Sunderland Crematorium and 700 burials across the 10 municipal cemeteries within the Sunderland City Council area per annum. Changes to fees and charges will impact upon all service users which are taken from all demographic groups within the city.

Intelligence and Information

The sources of information used include the following;

- Experience and knowledge from the current Bereavement Services management team.

Analysis of Impact on People

Characteristic	List of Impacts		
	Positive	Neutral	Negative
Age		No impacts are anticipated.	
Disability		No Impacts are anticipated.	
Gender/Sex		No Impacts are anticipated.	
Marriage and Civil Partnership		No Impacts are anticipated.	
Pregnancy and maternity		No Impacts are anticipated.	
Race/Ethnicity		No Impacts are anticipated.	
Religion/belief		No Impacts are anticipated.	
Sexual Orientation		No Impacts are anticipated.	
Trans-gender/ gender identity		No Impacts are anticipated.	

Other individuals or groups impacted on

Characteristic	List of Impacts		
	Positive	Neutral	Negative
Service users	<p>Reasonable fees and charges will enable the service to continue to perform efficiently, with the correct resources secured to deliver an excellent service level to customers and families.</p> <p>The removal of the 'out of area' fee which is currently</p>	<p>Bereavement Services continue to provide for Contract Funerals, with dedicated times established daily in the cremation and burial diaries to accommodate such requests. The Dignity group currently hold the Contract Funeral contract, and DWP make provision in the form of a bereavement payment to families who are deemed to be in hardship and</p>	

	<p>applied to all burials and cremations where the deceased was a non resident of Sunderland, will improve the accessibility of Bereavement Services to bereaved families who live outside of the Sunderland boundary, but would prefer that the funeral of their loved one be conducted in Sunderland.</p>	<p>quality for the allowance.</p>	
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Gaps in intelligence and information:

N/a.

Summary of Impacts and Response to Analysis (NOTE - this section will be ‘published’ on the intranet)

Who will the policy/activity impact on and who will benefit?

- **Service users** will continue to receive an efficient and timely service from Bereavement Services when they suffer a bereavement. Lead in times are currently five working days for a cremation and seven working days for burial, although can vary seasonally.
- **Council** in respect of maintained efficiency through appropriate fees and charges to support the service.

Who doesn’t benefit and why not?

There should be no-one who the change will affect adversely.

Who should be expected to benefit and why don’t they?

- None

Response to Analysis, Action Plan and Monitoring Arrangements

- See below.

Action Plan and Monitoring

ACTION	WHO	WHEN	MONITORING ARRANGEMENTS
The Bereavement and Registration Services Manager will continue to monitor service performance to ensure demand is met within a reasonable period of time.	Bereavement and Registration Services Manager	Ongoing action point.	Daily contact with the service to measure demand and response times via the burial and cremation diary.
Consult with professional clients of Bereavement Services (Funeral Directors, Clergy and Memorial Masons), to gather feedback and discuss service changes, fees and charges.	Bereavement and Registration Services Manager	May and November	Six monthly at Bereavement Services 'Professional Client' meeting.

2.8 Review of Pest Control Charges

EQUALITY ANALYSIS

Please refer to Part 2 of the Equality Analysis Guidance

Name of Policy/Decision/Project/Activity:

Introduction of Pest Control Charges

Equality Analysis completed by:

Name / Job Title
Marion Dixon Environmental Health
Manager
Date: 24.01.14

Responsible Officer:

Name /Job Title:
Tom Terrett Assistant Head PPRS

Date: 24.01.14

Is this a:	Policy (X)	Strategy ()	Function ()
	Service ()	Project ()	Other ()
Is it:	New/Proposed ()	Changing/Being Reviewed ()	Other (x)

1. Purpose and Scope

Purpose

In this section outline briefly what the policy, decision or activity is, what the intended outcomes/benefits (linked to the Corporate Outcomes Framework) are and over what period of time will the outcomes be achieved. Why does it need to be implemented or revised?

<p>The provision of Pest Control Services to residents and businesses in Sunderland is not a statutory Function however assists the council in meeting its legal duty under the Prevention of Damage by Pests Act 1949 to keep the area free from rats and mice. Historically the service has been provided free to all residents however in line with other local authorities in the North East it is proposed to levy a charge for the treatment of all pests except Rats.</p>
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Scope

In this section consider who or where is the target for the policy or activity, this could be specific groups of people or organisations, individual wards, neighbourhoods or communities or the entire city. Links to, and overlap with, wider, local, sub-regional, regional or national priorities or activities should also be considered.

<p>The target for the policy is the whole City both businesses and residents.</p>

Intelligence and Information

What sources of information have been used to inform this assessment/analysis? This should include but is not limited to consultations, resident/service user feedback and statistical data and intelligence.

<p>A survey of all regional local authorities fees has been carried out.</p> <p>A survey of a limited number of local private pest control companies has been carried out.</p> <p>The proposed fees are relatively competitive and in the case of rat treatment still remain free to all residents.</p>

2. Analysis of Impact on People

This section offers an opportunity to assess the intended and potential impact of the policy, decision or activity on the people of Sunderland. This includes specific consideration of the impact on individuals, groups with protected characteristics and communities of interest within the city. Please briefly outline any positive, negative or neutral impacts on the specific groups below. In this assessment it is important to remember the Council is required to give due regard to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

Characteristic	List of Impacts		
	Positive	Neutral	Negative
Age		X	No known Negative impacts
Disability		X	No known Negative impacts
Gender/Sex		X	No known Negative impacts
Marriage and Civil Partnership		X	No known Negative impacts
Pregnancy and maternity		X	No known Negative impacts
Race/Ethnicity		X	No known Negative impacts
Religion/belief		X	No known Negative impacts
Sexual Orientation		X	No known Negative impacts
Trans-gender/gender identity		X	No known Negative impacts

Other individuals or groups impacted on:

The policy or action may also have an impact on other groups or individuals which are not covered by the statutory requirements. Please outline any additional individuals or groups which have not already been covered. This could include socio-economic groups, voluntary and community sector, carers or specific communities which face additional challenges (such as former coal mining areas or areas of high deprivation)

It is not anticipated that any other specific groups or communities would be affected by this project

Gaps in intelligence and information:

Having undertaken the analysis are there any areas of intelligence or information which need to be improved? Please outline any areas where the current information is not complete enough to take a decision. Addressing this gap should be covered in the action plan.

N/A

Policy/Decision/Project/Activity Title: Introduction of Pest Control Charges

Responsible Officer: Tom Terrett Assistant Head PPRS

3. Summary of Impacts and Response to Analysis

Please provide a summary of the overarching impacts that have been highlighted through the analysis process through the three questions below. It is important to recognise that individuals may belong to one or more of these characteristic groups and the combined impact could be greater than any single impact.

Who will the policy/decision/project/activity impact on and who will benefit?

The project directly impact upon food and feed operators. All consumers and businesses will benefit

Who will not benefit and why not?

It is not anticipated any specific group would not benefit as a direct result of the project

Who should be expected to benefit and why don't they?

N/A

4. Response to Analysis, Action Plan and Monitoring,

In this section please outline what actions you propose to take to minimise the negative, and maximise the positive, impacts that have been identified through the analysis. By considering and implementing these actions the policy or action can be refined to make sure that the greatest benefits are achieved for the people of Sunderland. The performance monitoring process should also be set out to explain how ongoing progress is going to be followed to make sure that the aims are met.

From the analysis four broad approaches can be taken, (No major change, continue with the policy/action despite negative implications, adjust the policy/decision/action or stop the policy/action). Please indicate, using the list below, which is proposed.

- | | |
|---|-------|
| No Major Change | () |
| Continue Despite Negative Implications | () |
| Adjust the Policy/Decision/Project/Activity | (X) |
| Stop | () |

Action Plan

ACTION	WHO	WHEN	MONITORING ARRANGEMENTS
Revise fees and charges documentation	T Terret		February 2014
Publish on the internet	M Dixon		1 st April 2014
Alter scripts at CSN	M Dixon		March 2014
Implement Charges	M Dixon		1 st April 2014

3.1 Full Year Impact of previous year's decisions

3.1.1 Children Looked After Strategy

EQUALITY ANALYSIS

Please refer to Part 2 of the Equality Analysis Guidance

Name of Policy/Decision/Project/Activity:

Development of four leaving care flats attached to two Children's homes

Equality Analysis completed by:

Name / Job Title John Mordy
Commissioning Lead
Date: 4/2/2013

Responsible Officer:

Name /Job Title: Meg Boustead
Head of Safeguarding
Date: 4/2/2013

Is this a:	Policy ()	Strategy ()	Function ()
	Service ()	Project ()	Other ()
Is it:	New/Proposed (X)	Changing/Being Reviewed ()	Other ()

1. Purpose and Scope

Purpose

In this section outline briefly what the policy, decision or activity is, what the intended outcomes/benefits (linked to the Corporate Outcomes Framework) are and over what period of time will the outcomes be achieved. Why does it need to be implemented or revised?

It is proposed to develop four Leaving Care flats, attached to two Children's homes. This would extend the range of leaving care provision and free up Childrens Homes beds, in turn reducing reliance on external residential placements.

Scope

In this section consider who or where is the target for the policy or activity, this could be specific groups of people or organisations, individual wards, neighbourhoods or communities or the entire city. Links to, and overlap with, wider, local, sub-regional, regional or national priorities or activities should also be considered.

Legislation embedded within the Care Planning, Placement and Case Review Regulations (England) 2010 require local authorities to provide proof of sufficiency with regard to the number and range of looked after placements that they have available.

Intelligence and Information

What consultation has occurred with young people to show that we are responding to demand?

What sources of information have been used to inform this assessment/analysis? This should include but is not limited to consultations, resident/service user feedback and statistical data and intelligence.

A CSLT Report 23/1/2013 highlighted the following

(1) At the end of March 2012, 12% of Sunderland's looked after children population was living in externally commissioned placements – either foster care or residential placements. This is not a high figure when compared regionally or with Sunderland's comparator group, but is a much higher proportion than previously in Sunderland and is not sustainable going forward.

(2) In order to drive efficiencies and continue to develop quality in-house provision, there is an urgent need to reduce the city's reliance on external placements.

(3) Reports presented to CSLT in May and July 2012 explored some of the options for addressing the projected overspend in external placements. In July 2012 CSLT agreed to support exploration of the plan to build 2 sets of 2 and semi-independent flats on the Monument View and Grasswell sites, and the development of a strategy to improve Sunderland's in-house Children's Home provision and reduce the number of children living in external residential placements.

(4) Financial Analysis indicates Move On flats can support cost efficiency targets

(4.1) The revenue costings for the flats are;

2 additional relief staff (1 per home)	£998 per week
Running costs (this does not include any additional rent which may be incurred following builds)	£608 per week
Total	£1, 606 per week

This equates to £83,627 per year (£20,907 per year per person), but would be less than that if not all 4 flats were fully utilised all of the time as these costings only apply when the flats are occupied.

(4.2) This cost would be more than offset by savings of between £2,200 and £3,900 per week approx. through either avoiding the need for an external placement, returning a young person from an external placement or freeing up a Sunderland children's home placement that could be used by another local authority. (See 6 below)

(4.3) The date for completion of the flats was September 2013. Work on projected future demand for supported accommodation has identified that on current occupancy there are enough young people who would potentially be suitable to move to the flats who will be aged 16 or 17 in September 2013.

This section offers an opportunity to assess the intended and potential impact of the policy, decision or activity on the people of Sunderland. This includes specific consideration of the impact on individuals, groups with protected characteristics and communities of interest within the city. Please briefly outline any positive, negative or neutral impacts on the specific groups below. In this assessment it is important to remember the Council is required to give due regard to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

Characteristic	List of Impacts		
	Positive	Neutral	Negative
Age	Increase in the range of placements available		
Disability		No impact	
Gender/Sex	Increases placement choice		
Marriage and Civil Partnership		No impact	
Pregnancy and maternity	Increases placement choice		
Race/Ethnicity	Increases placement choice		
Religion/belief	Increases placement choice		
Sexual Orientation	Increases placement choice		
Trans-gender/gender identity	Increases placement choice		

Other individuals or groups impacted on:

The policy or action may also have an impact on other groups or individuals which are not covered by the statutory requirements. Please outline any additional individuals or groups which have not already been covered. This could include socio-economic groups, voluntary and community sector, carers or specific communities which face additional challenges (such as former coal mining areas or areas of high deprivation)

There may be a very small impact on VCS external foster care and residential providers as when flats are up and running should mean less external provision is required.

Gaps in intelligence and information:

Having undertaken the analysis are there any areas of intelligence or information which need to be improved? Please outline any areas where the current information is not complete enough to take a decision. Addressing this gap should be covered in the action plan.

Policy/Decision/Project/Activity Title:

Responsible Officer: Meg Boustead

3. Summary of Impacts and Response to Analysis

Please provide a summary of the overarching impacts that have been highlighted through the analysis process through the three questions below. It is important to recognise that individuals may belong to one or more of these characteristic groups and the combined impact could be greater than any single impact.

Who will the policy/decision/project/activity impact on and who will benefit?

There will be an impact on young people who are deemed and are age appropriate to move into semi supported accommodation.

Who will not benefit and why not?

Who should be expected to benefit and why don't they?

This .

Is a very small scale project and demand may outstrip supply

4. Response to Analysis, Action Plan and Monitoring,

In this section please outline what actions you propose to take to minimise the negative, and maximise the positive, impacts that have been identified through the analysis. By considering and implementing these actions the policy or action can be refined to make sure that the greatest benefits are achieved for the people of Sunderland. The performance monitoring

process should also be set out to explain how ongoing progress is going to be followed to make sure that the aims are met.

From the analysis four broad approaches can be taken, (No major change, continue with the policy/action despite negative implications, adjust the policy/decision/action or stop the policy/action). Please indicate, using the list below, which is proposed.

- No Major Change (X)
- Continue Despite Negative Implications ()
- Adjust the Policy/Decision/Project/Activity ()
- Stop ()

Action Plan

ACTION	WHO	WHEN	MONITORING ARRANGEMENTS
Regular meetings or LAC Move On Accommodation Development Group	Head of Safeguarding, Children's Homes Management Rep (Sharon Willis), Commissioning Rep (Emma Stewart), Finance (Tracy Woodhead) LAC Service Manager (Lynn Goldsmith)	Bi-Monthly	Reports for consideration to CSLT and MALAP
LAC Strategy Task Group	As above but also with Shiela Lough	monthly	Reports to CSLT and MALAP

3.1.4 Youth Offending Service

EQUALITY ANALYSIS

Please refer to Part 2 of the Equality Analysis Guidance

Name of Policy/Decision/Project/Activity:

YOUTH JUSTICE PLAN 2013/14 TO 2015/16

Equality Analysis completed by:

SHARON CLUTTON-DOWELL,
BUSINESS RELATIONSHIP
MANAGER
1 JULY 2013

Responsible Officer:

LOUISE HILL, YOS MANAGER

1 JULY 2013

Is this a:	Policy ()	Strategy (X)	Function ()
	Service ()	Project ()	Other ()
Is it:	New/Proposed ()	Changing/Being Reviewed (X)	Other ()

1. Purpose and Scope

Purpose

In this section outline briefly what the policy, decision or activity is, what the intended outcomes/benefits (linked to the Corporate Outcomes Framework) are and over what period of time will the outcomes be achieved. Why does it need to be implemented or revised?

The Youth Justice Plan is an Article 4 Plan, approved through Council Cabinet, and identifies the strategic priorities of the Youth Offending Service and a series of individual service development priorities for 2013/14 to prevent offending and reoffending by children and young people.

Underpinning the plan is a self-assessment which is a comprehensive audit of the capacity and capability of the service to deliver against the critical activity areas for youth justice.

Scope

In this section consider who or where is the target for the policy or activity, this could be specific groups of people or organisations, individual wards, neighbourhoods or communities or the entire city. Links to, and overlap with, wider, local, sub-regional, regional or national priorities or activities should also be considered.

Our primary customers are children and young people and their parents/carers who reside within the City of Sunderland. The YOS provides a direct range of services for children and young people who come into contact with the YOS to deliver out of court disposals and direct court ordered interventions using a range of programmes, one to one group work and referrals to specialist services. The plan also sets out the non-statutory development areas of the service in relation to Strengthening Families. The work of the YOS cuts across and supports the delivery a number of high level strategies in the city including community safety, strengthening families, health and wellbeing, child and family poverty and community resilience.

Intelligence and Information

What sources of information have been used to inform this assessment/analysis? This should include but is not limited to consultations, resident/service user feedback and statistical data and intelligence.

The strategic priorities are set by the Ministry of Justice in relation to reducing first time entrants, reducing reoffending and maintaining low use of custody.

The individual service development priorities for 2013/14 have been informed and shaped following consultation with various partners, including the Youth Offending Service Board, the Children's Trust, the Safer Sunderland Partnership, managers and practitioners from the Youth Offending Service and officers from the Council's Strategy, Policy and Performance Management, the YOS YJB Self-assessment exercise and review of national best practice and inspection feedback.

2. Analysis of Impact on People

This section offers an opportunity to assess the intended and potential impact of the policy, decision or activity on the people of Sunderland. This includes specific consideration of the impact on individuals, groups with protected characteristics and communities of interest within the city. Please briefly outline any positive, negative or neutral impacts on the specific groups below. In this assessment it is important to remember the Council is required to give due regard to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

Characteristic	List of Impacts		
	Positive	Neutral	Negative
Age	X		
Disability		X	
Gender/Sex		X	
Marriage and Civil Partnership		X	
Pregnancy and maternity		X	
Race/Ethnicity		X	
Religion/belief		X	
Sexual Orientation		X	
Trans-gender/gender identity		X	

Other individuals or groups impacted on:

The policy or action may also have an impact on other groups or individuals which are not covered by the statutory requirements. Please outline any additional individuals or groups which have not already been covered. This could include socio-economic groups, voluntary and community sector, carers or specific communities which face additional challenges (such as former coal mining areas or areas of high deprivation)

n/a

Gaps in intelligence and information:

Having undertaken the analysis are there any areas of intelligence or information which need to be improved? Please outline any areas where the current information is not complete enough to take a decision. Addressing this gap should be covered in the action plan.

None

Policy/Decision/Project/Activity Title:

Responsible Officer:

3. Summary of Impacts and Response to Analysis

Please provide a summary of the overarching impacts that have been highlighted through the analysis process through the three questions below. It is important to recognise that individuals may belong to one or more of these characteristic groups and the combined impact could be greater than any single impact.

Who will the policy/decision/project/activity impact on and who will benefit?

The national priorities and individual service development objectives for 2013/14 will benefit children, young people and their parents/carers within the City of Sunderland who come into contact with the service in relation to out of court disposals or court ordered statutory interventions in relation to offending behaviour. The Youth Justice Plan also sets out specific service development priorities in relation to Strengthening Families and as such, the service will be developing a holistic whole family offer approach for those it works with on a voluntary and statutory basis therefore having a positive impact on parents/carers and the wider families of those working with the service.

Who will not benefit and why not?

Those who won't benefit will be children, young people and parents/carers who don't use or work with the YOS.

Who should be expected to benefit and why don't they?

None.

4. Response to Analysis, Action Plan and Monitoring,

In this section please outline what actions you propose to take to minimise the negative, and maximise the positive, impacts that have been identified through the analysis. By considering and implementing these actions the policy or action can be refined to make sure that the greatest benefits are achieved for the people of Sunderland. The performance monitoring process should also be set out to explain how ongoing progress is going to be followed to make sure that the aims are met.

From the analysis four broad approaches can be taken, (No major change, continue with the policy/action despite negative implications, adjust the policy/decision/action or stop the policy/action). Please indicate, using the list below, which is proposed.

- | | |
|---|--------------|
| No Major Change | (X) |
| Continue Despite Negative Implications | () |
| Adjust the Policy/Decision/Project/Activity | () |
| Stop | () |

Action Plan

ACTION	WHO	WHEN	MONITORING ARRANGEMENTS
None.			

3.1.5 School Admissions EQUALITY ANALYSIS

Name of Policy/Decision or Activity: Increase online School Admissions

Equality Analysis completed by: Name(s)/Job Title: Tracy Hassan Commissioning Lead Date:21/1/14	Responsible Officer: Name /Job Title: Alan Rowan Business Relationship and Governance Manager Date:21/1/14
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Purpose and Scope

Purpose

To increase the numbers of online applications for school admissions. The Admissions Service is currently under review as part of the Customer Service Migration Project. Within this is an evaluation of the suitability of the current online admissions system as the predominant application process.

Scope

Consider and review all aspects of admissions, including in-year transfer requests, current practices and processes, the use of bespoke and other ICT systems, legislative requirements, pressure points within the current system and outcomes for children, young people and their families. Include also the relationship with schools, academies and other LAs and the processes used to exchange information in that context. Consider imminent changes to the Admissions Code of Practice.

Intelligence and Information

Admissions is a high profile area within Children's Services with the potential for significant customer, school and member impact. The service must continue to deliver a high quality service, maintaining the current levels of parental preference and minimising dissatisfaction expressed through appeals and occasional process/system errors.

Work is planned with our Council to understand best practice.

Currently online applications stand at 21%, it is proposed to increase this uptake to 75% by 2014.

Options will be explored with Schools and Libraries to facilitate online admissions where families do not have access to the internet.

Analysis of Impact on People

This section offers an opportunity to assess the intended and potential impact of the policy, decision or activity on the people of Sunderland. This includes specific consideration of the impact on individuals, groups with protected characteristics and communities of interest within the city. Please briefly outline any positive, negative or neutral impacts on the specific groups below. In this assessment it is important to remember the Council is required to give due regard to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

Characteristic	List of Impacts		
	Positive	Neutral	Negative
Age		Age remains the same	
Disability		Current legislation prevents discrimination	
Gender/Sex		This is not relevant	
Marriage and Civil Partnership		This is not relevant	
Pregnancy and maternity		This is not relevant	
Race/Ethnicity		Current legislation prevents discrimination	
Religion/belief		Current legislation prevents discrimination	
Sexual Orientation		Current legislation prevents discrimination	
Trans-gender/gender identity		Current legislation prevents discrimination	

Other individuals or groups impacted on.

Schools may benefit by increasing the uptake of online applications, they should be able to access information relevant to them quicker and easier than at present.

Gaps in intelligence and information

Investigation needs to take place ascertain whether the ICT is being used to its fullest capacity to support the online application process. The interface between the current system and other ICT systems we use need to be developed.

Policy/Decision Activity Title: Increase online School Admissions

Responsible Officer: Alan Rowan

Summary of Impacts and Response to Analysis

Please provide a summary of the overarching impacts that have been highlighted through the analysis process through the three questions below. It is important to recognise that

individuals may belong to one or more of these characteristic groups and the combined impact could be greater than any single impact.

Who will the policy/activity impact on and who will benefit?

Schools will benefit in that the information from applications submitted online will be available quicker than at present.

Who doesn't benefit and why not?

It is not anticipated that the review will identify any groups who will not benefit.

There may be an issue for families who do not have access to or have difficulty using computers/internet. However, the CSN will hold a limited number of paper forms and will also offer support to parents to apply online.

Who should be expected to benefit and why don't they?

In review the service, all groups (including children, young people and their families) have been considered. However, through a more detailed Equality Analysis any gaps in groups or individuals whose needs should be considered will be identified and actions taken to address any issues.

Consultation

Feedback has indicated that there are issues with the existing system from both a customer focused standpoint (with a number of service users reporting errors within the system) and from a cross system interaction with the application system currently not compatible with the Capital ONE system used by the council to co-ordinate admissions.

For that reason the service has not reduced its reliance on the paper based application system used in previous years. However, it is anticipated that as part of the Service review a new ICT application system will be procured or developed and Online applications will be the main method of application for places in the 2014/15 Academic year.

Response to Analysis, Action Plan and Monitoring Arrangements

In this section please outline what actions you propose to take to minimise the negative, and maximise the positive, impacts that have been identified through the analysis. By considering and implementing these actions the policy or action can be refined to make sure that the greatest benefits are achieved for the people of Sunderland. The performance monitoring process should also be set out to explain how ongoing progress is going to be followed to make sure that the aims are met.

From the analysis four broad approaches can be taken, (No major change, continue with the policy/action despite negative implications, adjust the policy/decision/action or stop the policy/action). Please indicate, using the drop down list below which is proposed.

No major change

Action Plan and Monitoring

ACTION	WHO	WHEN	MONITORING ARRANGEMENTS
The service review being carried out will consider any impacts which will be identified through an EA and take the appropriate action to mitigate any inequalities	Alan Rowan	Via workshops tbc	Service Review Group
Ensure that CSN staff have the necessary knowledge and skills to support those parents who are unable to access or have difficulty using computers.	Alan Rowan	Via workshops tbc	Service Review Group
Ensure that CSN is provided with the appropriate forms	Alan Rowan	Completion of the review and implementation of new arrangements by 2014	Service Review Group

3.1.6 School Improvement Service EQUALITY ANALYSIS

Name of Policy/Decision or Activity: Services to Schools

Equality Analysis completed by:

Name(s)/Job Title:
Agnes Rowntree
Business Relationships &
Governance Officer

Date:

Responsible Officer:

Name /Job Title:
Beverley Scanlon

Date: 21/1/14

Purpose and Scope

Purpose

To develop a school centred collaborative model to deliver frontline services to children, young people and families.

The local authority currently deliver a range of services to schools that are in part historic and without a statutory base, although they are in the main valued by schools and schools rely upon them, often they are intrinsically linked to early intervention and vulnerable/under-performing groups.

The review's outcomes will be achieved, through a phased approach between 2011 and 2014.

Scope

The scope of the proposal is to engage with schools to identify those services which they value and wish to retain and put in place a school-centric model that given them the control of frontline services so that they can improve and strengthen the ability of services to meet young people's needs whilst enabling the local authority to make the necessary efficiencies.

The services in scope of this review are School Improvement, Attendance and Behaviour and Educational Psychology Services (with the potential for Information, Advice and Guidance to become part of this offer)

Intelligence and Information

Over the last three years there have been a number of significant policy changes which have impacted on what will continue to be delivered to schools by the Local Authority, therefore the review is required on the basis of a radical change in central government policy. The drivers for change are derived primarily from the Academies Act and the Education Bill, and include:

- The expansion of Academies
- The development of Free Schools
- Expansion of popular schools/federations
- Changes to the Schools Funding Formula and DSG
- Deregulation – Admissions and Appeals Codes

In order to ensure that the views of the widest possible range of people are taken into consideration, a project board has been developed which includes a range of representatives from Schools (headteachers and governors) and Local Authority officers

The proposals for review have been shared widely within the Council and its partners, including Elected Members, EMT, Children's Trust, the Children, Young People and Learning Scrutiny Committee, Headteachers and Governors.

Analysis of Impact on People

This section offers an opportunity to assess the intended and potential impact of the policy, decision or activity on the people of Sunderland. This includes specific consideration of the impact on individuals, groups with protected characteristics and communities of interest within the city. Please briefly outline any positive, negative or neutral impacts on the specific groups below. In this assessment it is important to remember the Council is required to give due regard to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

Characteristic	List of Impacts		
	Positive	Neutral	Negative
Age		The age range of those receiving services will remain the same	
Disability		There is provision in schools for managing a range of disabilities will continue.	
Gender/Sex		Current legislation prevents discrimination	
Marriage and Civil Partnership		This is not relevant	
Pregnancy and maternity	Personalised services to young mums and mums returning to schools will be maintained		
Race/Ethnicity		Current legislation prevents discrimination	
Religion/belief		Current legislation prevents discrimination	
Sexual Orientation		Current legislation prevents discrimination	
Trans-gender/gender identity		Current legislation prevents discrimination	

Other individuals or groups impacted on.

If any school or group of schools decides not to buy back any or all service, this may highlight particular groups which had not been previously identified as being at a possible disadvantage

Gaps in intelligence and information

As noted above, this will be kept under review as part of the project planning framework.

Policy/Decision Activity Title: Services to Schools

Responsible Officer: Beverley Scanlon

Summary of Impacts and Response to Analysis

Who will the policy/activity impact on and who will benefit?

The service review will have an impact on the schools in Sunderland and also the officers who at present provide services to schools.

The benefit achieved from this review will be to:

- Provide a clear and effective vision for services to schools
- Provide schools with the option to choose what services they want to “buy back” and to choose the provider who offers the best value for money and service
- Commission services with schools as lead agents
- Given support and challenge to schools to support effective intervention.

- Tackle inequality and narrow the gaps in outcomes for different groups of people.

Who doesn't benefit and why not?

It is anticipated that the review of how we deliver services to schools in future will not disadvantage any group and that by delivering our services on a locality basis, communities (of which schools are an intrinsic part) will be able to access services where they live.

Who should be expected to benefit and why don't they?

Where schools choose not to take part in a Schools Partnership it will fall onto individual schools to ensure that there is no negative impact on the decision they have taken. Schools will be responsible for their own provision. Should this situation arise this will be considered as part of the work of the project board and how we can mitigate any negative impact.

Response to Analysis, Action Plan and Monitoring Arrangements

In this section please outline what actions you propose to take to minimise the negative, and maximise the positive, impacts that have been identified through the analysis. By considering and implementing these actions the policy or action can be refined to make sure that the greatest benefits are achieved for the people of Sunderland. The performance monitoring process should also be set out to explain how ongoing progress is going to be followed to make sure that the aims are met.

From the analysis four broad approaches can be taken, (No major change, continue with the policy/action despite negative implications, adjust the policy/decision/action or stop the policy/action). Please indicate, using the drop down list below which is proposed.

Continue with the project and review in light of new information, decisions by schools or changes in legislation.

Action Plan and Monitoring

ACTION	WHO	WHEN	MONITORING ARRANGEMENTS
EIA will continue to be monitored as project proposals are firmed up.	One.education@sunderland Children's Services Leadership Team	As issues arise	Both one.education and CSLT will receive regular project updates covering the progress towards achieving the following milestones. Detailed plans will be drawn up with support from the TPPO.

3.3 Review of Commissioning Arrangements



3.3.4 Services for Disabled People

EQUALITY ANALYSIS

Please refer to Part 2 of the Equality Analysis Guidance

Name of Policy/Decision/Project/Activity:	
Review of Short Breaks for Disabled Children and Young People	
Equality Analysis completed by: Name / Job Title Paul Owens -Commissioning Officer Elizabeth Foy – Family Care and Support Team Manager Donna Knowles – Short Breaks Co-ordinator	John Mordy – Commissioning Lead Date: 13.05.13 Responsible Officer: Name /Job Title: Meg Boustead - Date: 16.05.13

Is this a:	Policy () Strategy () Function () Service (X) Project () Other ()
Is it:	New/Proposed () Changing/Being Reviewed (X) Other ()

1. Purpose and Scope

Purpose

In this section outline briefly what the policy, decision or activity is, what the intended outcomes/benefits (linked to the Corporate Outcomes Framework) are and over what period of time will the outcomes be achieved. Why does it need to be implemented or revised?

<p>The decision is the outcome of re-commissioning of Short Breaks for Disabled Children and Young People</p> <p>The current contract for short breaks has been in place since 1st August 2009 and was commissioned as part of the Aiming High for Disabled Children programme.</p> <p>The existing contracts had already been extended by 12 months to end of July 2013 on the understanding that there would be a full re-commissioning of contracts from July 2013. Following consultation they have now been further extended to the end of August 2013 so that there is not a change of provider during the school summer holidays.</p> <p>The new contracts will be based upon new specifications focusing on outcomes for children and young people. Extending existing contracts would not allow this important improvement to be made</p>
--

Scope

In this section consider who or where the target for the policy or activity is, this could be specific groups of people or organisations, individual wards, neighbourhoods or communities or the entire

city. Links to, and overlap with, wider, local, sub-regional, regional or national priorities or activities should also be considered.

In Sunderland, the target groups are defined as disabled children and young people aged 0-to and including their eighteenth year.

These children and young people form three priority groups:

GROUP A

Children and young people with Autistic Spectrum Disorder (who have severe learning disabilities or behaviour which is challenging) **OR** those children and young people who challenging behaviour is associated with other impairments such as severe learning disabilities (LAIMP guidance April 2009).

GROUP B

Children and young people with complex health needs including those with disability and life limiting conditions, and/or those who require palliative care and/or those with associated impairments such as cognitive or sensory impairments and/or have moving/handling needs and/or require special equipment/adaptations (LAIMP guidance April 2009).

GROUP C

Any other severely disabled child that does not fit into the above categories
Transforming Short Breaks Document – These children may be referred to as having ‘multiple impairments’ or ‘profound and multiple disabilities (PMLD)’.

Research suggests that 7% of the child population is disabled; this would be approximately 3,900 children and young people in Sunderland. Of these 1.2% are severely disabled, this is approximately 670 children and young people in Sunderland.

The Service provided will meet the needs of service users within at least one of the three priority groups stated in A-C above, although the Provider can also work with Service Users not in one of these groups. This means that disabled children and young people not in one of the priority groups and are assessed to have a requirement of the service must not be excluded.

Intelligence and Information

What sources of information have been used to inform this assessment/analysis? This should include but is not limited to consultations, resident/service user feedback and statistical data and intelligence.

To ensure that Sunderland has a wide range of short breaks available for families, a full consultation has been undertaken with families, both those using short breaks and those not currently accessing the provision, providers, staff from the disabled children’s service and carers’ organisations.

A current needs analysis has been produced from this consultation which has provided the evidence base to inform the re-commissioning of short breaks. The needs assessment document will be used to ensure the future Short Break Service is fit for purpose and to develop a Commissioning Strategy that meets our obligations.

Various data sources were used to better understand how short break services are currently being used, what the services are providing and the outcomes for children and young people with a disability or additional needs. In order to identify the gaps in service, it was necessary to look at service uptake and who, at any one time, use the services already on offer.

The baseline data used to understand who might be entitled to and who might use, short break provision was extracted and aggregated from a variety of sources as follows:-

- **Disability Analysis November 2012 (Appendix 1)**

A current disability analysis was prepared by the SCC performance team using the following data sources:

- Pupils with a Statement of Special Educational Need
- Children who are active to the Children's Disability Team
- Children identified during the Aiming High for Disabled Children programme as having a severe disability
- Children identified as part of the on-going Autism Needs Assessment.

- **Current Short Break Service Analysis (Appendix 2)**

A short break analysis was prepared by the Short Breaks team using the data processed in the year ended 31st December 2012.

- **Consultation**

A series of consultations were held from November 2012 to January 2013 which consisted of:-

- Questionnaires to families with disabled children (Appendix 3)
- Questionnaires to staff (Appendix 4)
- Questionnaires to existing providers (Appendix 5)
- Attending carer groups and coffee mornings (Appendix 7)
- Holding provider days to scope out elements of how we want service delivery and look for suggestions (Appendix 7)

- **Holiday childcare – questionnaire for parents (Appendix 6)**

Local Authorities have a duty to ensure there is sufficient childcare across the city, as far as is reasonably practicable, for working parents who need it, or for those parents studying or training for employment. This includes ensuring there is enough childcare for children with disabilities. In a recent assessment of childcare, it was found that there may be a gap in provision for children with disabilities across the school holidays. To investigate this further a short questionnaire was prepared for parents, in partnership with colleagues within the Childcare Team and Children with Disabilities Team. The questionnaire assesses what provision parents of children with disabilities need, if there is enough available, and if they have experienced any barriers when accessing childcare.

- **Aiming High Analysis (see Appendix 8)**

A study was conducted in 2011 by Aiming High which analysed the children with disabilities and additional needs, analysed by ward & priority groups.

The data collected supported the identification and analysis of need and enables services to be effectively planned and targeted.

The data was taken from all sources available including health, social care, education, the voluntary sector and parents.

- **Children & Young People Plan 2010-2013 (see Appendix 9)**

In total, there are approximately 68,300 children and young people aged 0-19 in the City of Sunderland.

The purpose of the CYPP is:

- to set out a local vision of children's services
- to identify outcomes which need to be improved
- to set out how improvements will be made

Appendix 9 summarises the citywide statistics of children and young people with a learning difficulty and/or disability (LDD) aged from 0-25.

Included within the Commissioning Intentions is the need to ensure that the range of short breaks commissioned reflect the needs of the child and family in terms of culture, gender, age and additional needs. The consultation has identified the need to increase access for children with disabilities from black and minority ethnic backgrounds as many are not currently accessing short breaks. In terms of types of disability, the range of short breaks will need to meet the needs of an increasing proportion of children with autism or behavioural problems, and also complex health needs. All providers will be required to demonstrate commitment towards equality of opportunity for disabled children and young people

2. Analysis of Impact on People

This section offers an opportunity to assess the intended and potential impact of the policy, decision or activity on the people of Sunderland. This includes specific consideration of the impact on individuals, groups with protected characteristics and communities of interest within the city. Please briefly outline any positive, negative or neutral impacts on the specific groups below. In this assessment it is important to remember the Council is required to give due regard to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

Characteristic	List of Impacts																		
Age	<ul style="list-style-type: none"> • Using the November 12 Disability Study the majority of children who have disability characteristics are mostly in the 13-17 year old age range (40%), only 7 % were aged 0-5. (see table below for full analysis) <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="padding: 5px;">Age Group</th> <th style="padding: 5px;">Total</th> <th style="padding: 5px;">%</th> </tr> </thead> <tbody> <tr> <td style="padding: 5px;">0 - 4</td> <td style="padding: 5px;">99</td> <td style="padding: 5px;">7.32%</td> </tr> <tr> <td style="padding: 5px;">5 - 7</td> <td style="padding: 5px;">235</td> <td style="padding: 5px;">17.37%</td> </tr> <tr> <td style="padding: 5px;">8 - 12</td> <td style="padding: 5px;">483</td> <td style="padding: 5px;">35.70%</td> </tr> <tr> <td style="padding: 5px;">13 - 17</td> <td style="padding: 5px;">536</td> <td style="padding: 5px;">39.62%</td> </tr> <tr> <td style="padding: 5px;">Total</td> <td style="padding: 5px;">1353</td> <td style="padding: 5px;">100.00%</td> </tr> </tbody> </table> <ul style="list-style-type: none"> • Data from the families' consultation show 72% of children that accessed short breaks are aged over 10. • All ages are currently well supported, this needs to be considered in any future commissioning of services. • Aligned with mainstream, academies and special schools primary, secondary) • Acknowledge current consultation and needs analysis information regarding age ranges and projections for future service needs 	Age Group	Total	%	0 - 4	99	7.32%	5 - 7	235	17.37%	8 - 12	483	35.70%	13 - 17	536	39.62%	Total	1353	100.00%
Age Group	Total	%																	
0 - 4	99	7.32%																	
5 - 7	235	17.37%																	
8 - 12	483	35.70%																	
13 - 17	536	39.62%																	
Total	1353	100.00%																	
Disability	The analysis of the family consultation from December 2012/January																		

	<p>2013 identified that the majority of the children fall into 3 main categories:-</p> <ul style="list-style-type: none"> • Autistic Spectrum Disorder • Learning Difficulties, and • Physical Disabilities <p>In terms of types of disability, the range of short breaks should reflect the higher proportion of children with autism or behavioural problems, and also complex health needs</p> <p>Short Breaks for Disabled Children and Young people with the disabilities above are already well represented in the current provision, however we need to be aware of the need for the diversity of provision required going forward</p> <ul style="list-style-type: none"> • Accessible provision (Services are located in venues and areas that are accessible to young people with a range of disabilities in line with the Special Educational Needs and Disability Act 2001 (SENDA)) •
Gender/Sex	<ul style="list-style-type: none"> • The analysis of the family consultation shows an overwhelming majority in favour of male disabled to female. Approximately 68% of the replies were for males with 32% female. • It is apparent from the consultation that there is a distinct difference in the needs of males and females.
Marriage and Civil Partnership	N/A
Pregnancy and maternity	N/A – The service is open access.
Race/Ethnicity	<ul style="list-style-type: none"> • Current data indicates the need to collect further information to reflect which BME groups access provision • The identification of a child's and family's needs is established through an assessment. The assessment can be undertaken by either a lead professional under the Common Assessment Framework or by a social worker. It is apparent that there is a need to reach out further to children with disabilities from BME backgrounds as they are not currently accessing short breaks
Religion/belief	N/A - The service is open access. Information is not collected on the religion/belief of children and young people.
Sexual Orientation	N/A – The service is open access. Information is not collected on the sexual orientation of children and young people.
Trans-gender/gender identity	N/A – The service is open access. Information is not collected on the trans-gender/gender identity of children and young people.

Other individuals or groups impacted on:

The policy or action may also have an impact on other groups or individuals which are not covered by the statutory requirements. Please outline any additional individuals or groups which have not already been covered. This could include socio-economic groups, voluntary and community sector, carers or specific communities which face additional challenges (such as former coal mining areas or areas of high deprivation)

Sunderland is geographically diverse with different cultures and socio-economic heritage in Sunderland City, Washington and the Coalfields. This can impact on the provision of centralised services due to a preference for locality services supported through the newly established People Boards. Also, some areas are ethnically less diversely populated. Overall, the issue of a service that is flexible in meeting the short break requirements of Disabled Children & Young people in the locality is of most importance.

Gaps in intelligence and information:

Having undertaken the analysis are there any areas of intelligence or information which need to be improved? Please outline any areas where the current information is not complete enough to take a decision. Addressing this gap should be covered in the action plan.

The data used for the needs analysis is current and reliable from within SCC.

Some data is not collected i.e. cultural or religious needs as assessments, reviews and the management information system do not explicitly seek information regarding this.

3. Summary of Impacts and Response to Analysis

Please provide a summary of the overarching impacts that have been highlighted through the analysis process through the three questions below. It is important to recognise that individuals may belong to one or more of these characteristic groups and the combined impact could be greater than any single impact.

Who will the policy/decision/project/activity impact on and who will benefit?

A short break is any activity that gives a service user a positive experience, for example helping them to socialise, form friendships and spend time with supportive carers, and that also gives the parent/carer a break from caring

The decision will impact on 0-18 age range,

Who will not benefit and why not?

The service is a statutory requirement and forms an important part of the range of support services to enable disabled children and young people to live ordinary lives at home in their local communities. It will not benefit children & young people who do not fall in the three disability priority groups A B & C.

Who should be expected to benefit and why don't they?

The priority group categorised in groups A B & C benefit:-

GROUP A - Children and young people with Autistic Spectrum Disorder (who have severe learning disabilities or behaviour which is challenging) OR those children and young people who challenging behaviour is associated with other impairments such as sever learning disabilities (LAIMP guidance April 2009)

GROUP B - Children and young people with complex health needs including those with disability and life limiting conditions, and/or those who require palliative care and/or those with associated impairments such as cognitive or sensory impairments and/or have moving/handling needs and/or require special equipment/adaptations (LAIMP guidance April 2009)

GROUP C - Any other severely disabled child that does not fit into the above categories.

All of these disabled children and young people are expected to benefit from better promotion of the service and the redesigned service based on the needs analysis.

4. Response to Analysis, Action Plan and Monitoring,

In this section please outline what actions you propose to take to minimise the negative, and maximise the positive impacts that have been identified through the analysis. By considering and implementing these actions the policy or action can be refined to make sure that the greatest benefits are achieved for the people of Sunderland. The performance monitoring process should also be set out to explain how ongoing progress is going to be followed to make sure that the aims are met.

From the analysis four broad approaches can be taken, (No major change, continues with the policy/action despite negative implications, adjust the policy/decision/action or stop the policy/action). Please indicate, using the list below, which is proposed.

- No Major Change ()
- Continue Despite Negative Implications ()
- Adjust the Activity (**X**) (based on needs analysis)
- Stop ()

Action Plan

ACTION	WHO	WHEN	MONITORING ARRANGEMENTS
Monitor sessions to measure any impact on redesigned service due to changes made after needs assessment	Short breaks coordinator Contracted Providers Commissioning Officers	Quarterly	Management Information System
Monitor introduction of outcomes based framework to measure contribution of service to Corporate Outcomes	Contracted Providers Commissioning Officers Disability Leads	Quarterly	Management Information System Support visits
Monitor service delivery and report to Locality People Boards	Commissioning Officers Disability Leads	Quarterly Data reports 6 month and annual review	Management Information System Monitoring of service specification
Utilise promotional opportunities and monitor attendance	Contracted providers Short breaks coordinator	Quarterly	Management Information System Monitoring of service specification

3.3.7 Housing Related Support

EQUALITY ANALYSIS

Please refer to Part 2 of the Equality Analysis Guidance

Name of Policy/Decision/Project/Activity:

Commissioning of Housing Related Support

Equality Analysis completed by:

Name / Job Title Joanne Thynne and Ron Hamilton,
Commissioning Specialists

Date: 21/8/2013

Responsible Officer:

Name /Job Title: Alan Caddick, Head of Service

Date:

Is this a:	Policy ()	Strategy ()	Function ()	
	Service (X)	Project ()	Other ()	
Is it:	New/Proposed ()			
	Changing/Being Reviewed (X)	Other ()		

1. Purpose and Scope

Purpose

In this section outline briefly what the policy, decision or activity is, what the intended outcomes/benefits (linked to the Corporate Outcomes Framework) are and over what period of time will the outcomes be achieved. Why does it need to be implemented or revised?

The current commissioning arrangements for housing related support are ending in March 2014. This is a recommissioning exercise through which services will be procured via a tender exercise for a period of 3 years within a reduced budget (compared to 2012/13). The intended service outcomes are:

- Be healthy
- Stay safe
- Enjoy and achieve
- Make a positive contribution
- Economic well-being

The services will support individuals who are homeless or at risk of homelessness and who have housing related support needs, to develop the skills and confidence they need to live independently in their own homes. The service will provide short term accommodation and housing related support.

The approach supports the Councils corporate outcomes of:

- Ensuring that service users receive a high quality of service, whether directly, or in partnership, or by commissioning
- Ensuring that the authority makes best use of resources and that tax payers and service users receive excellent value for money

Scope

In this section consider who or where is the target for the policy or activity, this could be specific groups of people or organisations, individual wards, neighbourhoods or communities or the entire city. Links to, and overlap with, wider, local, sub-regional, regional or national priorities or activities should also be considered.

The services being commissioned will support the following groups of people who are homeless or who are at risk of becoming homeless and who have housing related support needs:

People at risk of or experiencing domestic violence aged 16 years and over (men and women)

People with multiple needs and exclusions aged 18 years and over (men, women and families)

Young people aged 16-21 including young parents and pregnant young females

The citywide service will support the above groups who are from the city of Sunderland or who have a local connection to the city or who are fleeing violence from another local authority area.

The services support national and local policy directives for tackling homelessness and domestic violence.

Provider organisations will also be the target for this activity as it will impact on how they deliver services in the future.

Intelligence and Information

What sources of information have been used to inform this assessment/analysis? This should include but is not limited to consultations, resident/service user feedback and statistical data and intelligence.

Service users who are currently being supported by the services have been consulted to inform the development of the future service that will be commissioned, in terms of:

Outcomes – what is important to them

Service feedback – how current services worked with them

Gaps in services/pathways

Current providers of the services have been consulted to seek feedback about ways in which the services could be delivered in the future and they have been informed that future services will be commissioned differently and more efficiently due to reduced budgets.

Feedback has been sought from current and potential providers through a soft market testing exercise about how the services could look and the expected outcomes to be delivered.

2. Analysis of Impact on People

This section offers an opportunity to assess the intended and potential impact of the policy, decision or activity on the people of Sunderland. This includes specific consideration of the impact on individuals, groups with protected characteristics and communities of interest within the city. Please briefly outline any positive, negative or neutral impacts on the specific groups below. In this assessment it is important to remember the Council is required to give due regard to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

Characteristic	List of Impacts		
	Positive	Neutral	Negative
Age	<p>The services are inclusive of young people and adults aged over 16 years who meet the eligibility criteria for the services.</p> <p>Staff delivering the service will need to be trained and experienced in supporting young people.</p> <p>Staff delivering the service will need to be trained in equality, diversity and inclusion</p> <p>As part of the contractual requirements, providers will need to comply with equality law.</p>		
Disability	<p>Staff delivering the service will need to be trained in equality, diversity and inclusion</p> <p>As part of the contractual requirements, providers will need to comply with equality law.</p>	<p>The services will not exclude people with disabilities, however they are not specifically for people with disabilities</p>	

Gender/Sex	<p>Services to support people experiencing or at risk of domestic violence will need to be sex specific (for example, men will not be accommodated in the same safe accommodation building based provision as women).</p> <p>Providers will be required to carry out risk assessments to ensure that individuals being supported are not at risk i.e. domestic violence services</p> <p>The services for young people will be inclusive of pregnant young people and will offer support to pregnant females pregnant and parents</p> <p>Staff delivering the service will need to be trained in equality, diversity and inclusion and understand the specific needs of men and women who are experiencing domestic violence.</p> <p>As part of the contractual requirements, providers will need to comply with equality law.</p>		
Marriage and Civil Partnership	<p>The service will provide support to families and couples who meet the eligibility for the service</p> <p>Staff delivering the service will need to be trained in equality, diversity and inclusion.</p> <p>As part of the contractual requirements, providers will need to comply with equality law.</p>		

Pregnancy and maternity	<p>The services for young people will be inclusive of pregnant young people and will offer support to pregnant females pregnant and parents</p> <p>Staff delivering the service will need to be trained in equality, diversity and inclusion.</p> <p>As part of the contractual requirements, providers will need to comply with equality law.</p>		
Race/Ethnicity	<p>The services will be inclusive of all race and ethnicities, where individuals meet the eligibility for the service</p> <p>Staff delivering the service will need to be trained in equality, diversity and inclusion.</p> <p>As part of the contractual requirements, providers will need to comply with equality law.</p>		
Religion/belief	<p>The services will be inclusive of all religions/beliefs, where individuals meet the eligibility for the service</p> <p>Staff delivering the service will need to be trained in equality, diversity and inclusion.</p> <p>As part of the contractual requirements, providers will need to comply with equality law.</p>		
Sexual Orientation	<p>The services will be inclusive of all individuals regardless of sexual orientation, where they meet the eligibility for the service</p> <p>Staff delivering the service will need to</p>		

	<p>be trained in equality, diversity and inclusion</p> <p>As part of the contractual requirements, providers will need to comply with equality law.</p>		
Trans-gender/ gender identity	<p>The services will be inclusive of all who meet the eligibility criteria for the service.</p> <p>Staff delivering the service will need to be trained in equality, diversity and inclusion</p> <p>As part of the contractual requirements, providers will need to comply with equality law.</p> <p>Providers will be required to carry out risk assessments to ensure that individuals being supported are not at risk i.e. domestic violence services</p>		

Other individuals or groups impacted on:

The policy or action may also have an impact on other groups or individuals which are not covered by the statutory requirements. Please outline any additional individuals or groups which have not already been covered. This could include socio-economic groups, voluntary and community sector, carers or specific communities which face additional challenges (such as former coal mining areas or areas of high deprivation)

The service will have a positive impact on people who are homeless, at risk of homelessness and rough sleepers (within the categories mentioned earlier) as this is the main target group for the services.

It is also anticipated that the service will have a positive impact on:

- Supporting economic independence and helping people out of poverty
- Promoting health and well-being
- Tackling harmful behaviour and safeguarding children and adults at risk of abuse
- Reducing the incidence of offending

Gaps in intelligence and information:

Having undertaken the analysis are there any areas of intelligence or information which need to be improved? Please outline any areas where the current information is not complete enough to take a decision. Addressing this gap should be covered in the action plan.

Policy/Decision/Project/Activity Title: Commissioning of Housing Related Support

Responsible Officer: Alan Caddick, Head of Service

3. Summary of Impacts and Response to Analysis

Please provide a summary of the overarching impacts that have been highlighted through the analysis process through the three questions below. It is important to recognise that individuals may belong to one or more of these characteristic groups and the combined impact could be greater than any single impact.

Who will the policy/decision/project/activity impact on and who will benefit?

The services being commissioned will impact on and benefit the following groups of people who are homeless or who are at risk of becoming homeless and who have housing related support needs:

- People at risk of or experiencing domestic violence aged 16 years and over (men and women)
- People with multiple needs and exclusions aged 18 years and over (men, women and families)
- Young people aged 16-21 including young parents and pregnant young females

Although providers will see benefits with regards to how services are delivered there will be reductions in funding which may impact on provider organisations.

Who will not benefit and why not?

Individuals who do not have housing related support needs, who are not homeless or at risk of becoming homeless and who are not one of the eligible groups described above will not benefit from the service. The services being commissioned are to meet the specific needs of the specific groups listed above.

Although providers will see benefits with regards to how services are delivered there will be reductions in funding which may impact on provider organisations.

Who should be expected to benefit and why don't they?

It is anticipated that all of the eligible groups identified above will benefit.

4. Response to Analysis, Action Plan and Monitoring,

In this section please outline what actions you propose to take to minimise the negative, and maximise the positive, impacts that have been identified through the analysis. By considering and implementing these actions the policy or action can be refined to make sure that the greatest benefits are achieved for the people of Sunderland. The performance monitoring process should also be set out to explain how ongoing progress is going to be followed to make sure that the aims are met.

From the analysis four broad approaches can be taken, (No major change, continue with the policy/action despite negative implications, adjust the policy/decision/action or stop the policy/action). Please indicate, using the list below, which is proposed.

- | | |
|---|-------|
| No Major Change | () |
| Continue Despite Negative Implications | (X) |
| Adjust the Policy/Decision/Project/Activity | () |
| Stop | () |

Action Plan

ACTION	WHO	WHEN	MONITORING ARRANGEMENTS

3.4 Early Years and Childcare

EQUALITY ANALYSIS

Name of Policy/Decision or Activity: Review of Children Centre Services

Equality Analysis completed by:

Name(s)/Job Title:
Tracy Hassan
Commissioning lead
Date: 21/1/14
Responsible Officer:

Name /Job Title:
Sandra Mitchell
Head of Early Intervention and
Locality Services
Date: 21/1/14

Purpose and Scope

Purpose

To review Children Centre Service delivery internally and externally

Scope

To complete a comprehensive review of children centre services in line with the Local Authority statutory duty under the Childcare Act 2006 and key priorities of the council.

In scoping the review a number of key areas have to be addressed as follows:

- Agree service outcomes
- Analyse available performance data
- Scope what is currently available including services from partner agencies
- Identify any duplication to support potential de-commissioning of services
- Identify gaps

Intelligence and Information

National changes and local requirements for improving outcomes through better targeting of services and increased community involvement require that the service area is subject to review and consultation.

Consultation will be carried out in partnership with Children’s Local Area Boards (CLAB’s), the Commissioning team as well as with the wider community, staff and partners.

Analysis of Impact on People

This section offers an opportunity to assess the intended and potential impact of the policy, decision or activity on the people of Sunderland. This includes specific consideration of the impact on individuals, groups with protected characteristics and communities of interest within the city. Please briefly outline any positive, negative or neutral impacts on the specific groups below. In this assessment it is important to remember the Council is required to give due regard to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

Characteristic	List of Impacts		
	Positive	Neutral	Negative
Age			Some service users could be affected If the number and spread of delivery venues are reduced
Disability			Some service users could be affected If the number and spread of delivery venues are reduced
Gender/Sex		Current legislation prevents discrimination	

Marriage and Civil Partnership		N/A	
Pregnancy and maternity	Linked to the B2B provision		
Race/Ethnicity		Provision is available to all regardless of race/ethnicity	
Religion/belief		Provision is available to all regardless of religion/belief	
Sexual Orientation		Provision is available to all regardless of sexual orientation	
Trans-gender/gender identity		Provision is available to all regardless of transgender/gender identity	

Other individuals or groups impacted on.

Through the course of the review and the consultation period it is anticipated that any groups who have been missed from initial consideration will be identified and their needs incorporated into future plans.

Gaps in intelligence and information

Through the course of the review and the consultation period additional data or intelligence will be gathered to enhance the decision making process and incorporate into future plans.

Policy/Decision Activity Title: Review of Children Centre Services

Responsible Officer: Sandra Mitchell

Summary of Impacts and Response to Analysis

Please provide a summary of the overarching impacts that have been highlighted through the analysis process through the three questions below. It is important to recognise that individuals may belong to one or more of these characteristic groups and the combined impact could be greater than any single impact.

Who will the policy/activity impact on and who will benefit?

The review will impact on all children pre-birth to 5 years of age and their families living within Sunderland.

Through the review and consultation it is anticipated that the services delivered will become more focussed and targeted to meet the needs of children, young people and their families in the communities they live. Services will be provided to those most in need through five local areas.

Who doesn't benefit and why not?

Through the course of the review and the consultation period it is anticipated that any groups who have been missed from initial consideration will be identified and their needs incorporated into future plans.

Who should be expected to benefit and why don't they?

Through the course of the review and the consultation period it is anticipated that any groups who have been missed from initial consideration will be identified and their needs incorporated into future plans.

Response to Analysis, Action Plan and Monitoring Arrangements

In this section please outline what actions you propose to take to minimise the negative, and maximise the positive, impacts that have been identified through the analysis. By considering and implementing these actions the policy or action can be refined to make sure that the greatest benefits are achieved for the people of Sunderland. The performance monitoring process should also be set out to explain how ongoing progress is going to be followed to make sure that the aims are met.

From the analysis four broad approaches can be taken, (No major change, continue with the policy/action despite negative implications, adjust the policy/decision/action or stop the policy/action). Please indicate, using the drop down list below which is proposed.

Continue with the policy. However, if any significant gaps are identified the Equality Impact Assessment will be revisited through the work of the CLAB's and any actions required incorporated into future service plans.

Action Plan and Monitoring

ACTION	WHO	WHEN	MONITORING ARRANGEMENTS
To assess proposals based on consultation and identify any gaps/duplication of services in individuals/communities	CLAB's Commissioning team	During and following consultation January 2013 to date	CLAB's Commissioning team
Review of internal services to maximise delivery	As above	As above	As above
Ensure provision and resource is prioritised to ensure that those most in need receive the services required at the earliest possible opportunity	As above	As above	As above
Review delivery model and ensure an alternative service is available e.g. visits for service users who maybe affected by the number of delivery venues	As above	As above	As above

3.6 Sunderland Cares – Local Authority Trading Company (LATC)



EQUALITY ANALYSIS

Name of Policy/Decision or Activity:

Care and Support Sunderland [NEW COMPANIES]

Equality Analysis completed by: Philip Foster. Head of Service Care and Support

Date Completed: 1st of March 2013

Purpose and Scope

1. Purpose

In this section outline briefly what the policy, decision or activity is, what the intended outcomes/benefits (linked to the Corporate Outcomes Framework) are and over what period of time will the outcomes be achieved. Why does it need to be implemented or revised?

1.1 The areas covered by this EqIA is

- The proposed transformation of the Council's in-house Care and Support Services into a trading company wholly owned by the local Authority, including the transfer of the employees to the trading company in accordance with the Transfer of Undertakings (Protection of Employment) Regulations 2006 (TUPE). The creation of a Local Authority Trading Company will radically change the way people access and receive Adult Social Care Services in Sunderland.
- The transfer existing Council staff and resources which are currently used to support Beckwiths CiC, [Bishopwearmouth CiC,] Bishopwearmouth Horticultural Nursery and the Evening Opportunities Service to the New Social enterprise.
- The establishment of Sunderland People First as an independent social enterprise; including the transfer of Council staff and resources which are currently used to support Sunderland People First to the new independent social enterprise.

1.2 The principal drivers behind the move to these alternative services models of delivery are:

- **The need to address the pace and direction of change required through the policy of personalisation i.e. service improvement and development**
- A fundamental element of the previous and present Government's transformation agenda for Adult Social Care is to give people greater choice and control in meeting their care and support needs, including through the provision of Personal Budgets.
- The purpose is to put individuals in control of commissioning their own support. This is a radical change given that a vast proportion of social care budgets have been traditionally held within block contracts for care services commissioned or delivered in-house by the local authority.
- Current estimates are that around 35% of clients nationally are receiving support through a personal or managed budget. The target is that by April 2013 100% of customers will have their needs met in this way. As at December 2011, 63% of social care clients in Sunderland were on a managed budget arrangement.
- The commitment to Personal Budgets and new forms of service delivery is confirmed in the Government's "A Vision for Adult Social Care: Capable Communities and Active Citizens", which presses councils to not only provide personal budgets for everyone eligible for on-going social care by April 2013, but also states that budgets should be deployed as direct payments. **It is important to note that currently direct payments cannot be used to purchase in-house council services**
- **The impact of public expenditure reductions i.e. the need to continue to ensure that high quality services are available in the most efficient and effective way**

- Constant attention needs to be given to the provision of service solutions in the most cost effective and appropriate way that will deliver year on year cost efficiencies and increase income in the light of overall reductions being faced in the public sector.
- The increasing commercialisation of the adult social care market presents a challenge to the financial viability of in house provider services where they do not have the legal freedom to trade in services to individuals.

1.3 Outcomes and Benefits

- **Potential Service Delivery/Improvement Benefits**

- Increased customer choice and control over the services they want to use as they will be able to use their personal budgets to directly purchase services – something they are not currently able to do.
- Increased customer empowerment and responsiveness to customer preference through the selection of/pressure to develop services of choice stimulating a more dynamic and relevant social care market.
- Retaining high quality staff and, where appropriate, services currently provided in-house. There is a commitment to ensure that services continue to provide the same high quality provision and retain the employees who work in them. As mentioned, the new companies would go 'live' with a full staff TUPE transfer.
- Ability to market/provide services directly to those not currently using council services e.g. self funders.
- The opportunity to target communities/groups who may currently under-use existing services e.g. BME communities, areas of high deprivation etc.
- The opportunity to develop services that are shaped to developing needs rather than being constrained by existing delivery methods
- An opportunity to provide proactive preventative services, and still act as a 'provider of last resort', to enable the Council to fulfil its legal responsibilities.

- **Potential Financial Benefits**

- Enabling individuals who manage their personal budget as a direct payment to purchase in-house, council services.
- Enabling people with council managed budgets to access the new companies services commissioned by the council on their behalf.
- Enabling self-funders or individuals from other areas with direct payments to purchase services, increasing the options to trade and generate income.
- Enabling the new companies to maximise efficient service delivery and bid for new work opportunities as they arise, generating a potentially lucrative new source of revenue income that could help to protect frontline services.
- Providing the new companies and the Council with an opportunity to reduce the cost of their overheads.
- Providing an opportunity to reduce current sickness and absence rates across care and support service.

- **Other potential Benefits**

- Ensuring essential services can always be accessed, particularly for people with the most complex needs where there might be a lack of market responsiveness.
- Providing a platform to move services into an employee owned social enterprise in the longer term where this is feasible and appropriate.
- Opportunity to test the commercial value of services and for the Company to develop its commercial skills.
- Retain staff in local jobs, retain the skills of staff, reduce core costs, generate economies of scale and enable the new companies to react to market conditions more quickly than traditional in-house services.
- Trading companies can also fill gaps in services in the local market and may benefit local businesses by procuring goods and services locally.
- It addresses the aspiration for Sunderland City Council to be a 'World Class Commissioner' and will leave the Council free to focus on being a commissioner of Adult Social Services as its core business. This would allow the council to plan strategically and influence the market in a transparent way, whilst enabling service users and customers to access the best quality services to meet their needs.
- The separation of the Council's provider arm into these new companies will give greater opportunities to consolidate provider options, enabling flexible solutions and the potential to develop business/ generate income through innovative service provision to individual customers and commissioners alike.

- **Timescales**

- It is clear that over the next three years there will be period a major and significant step change for Sunderland City Council with the need for the Council to remain efficient, responsive, flexible and "commercial" in their social care operations in order to accommodate the requirements of a rapidly changing market place and demographic pressures.
- Moving the in-house care and support services into Alternative services models within the next 712 months will allow the council to respond to this transformation agenda

1.4 **Corporate Outcomes Framework:**

- The Council's overall aims are set out in the Corporate Outcomes Framework. The framework provides a set of strategic priorities and key outcomes for the Council as a whole. The priorities are grouped under three broad headings of People, Place and Economy. The development of these new companies will contribute directly to these aims:
- **People:** Raising aspirations, creating confidence and promoting opportunity.
- The provision of these new companies would contribute directly to increasing the degree of choice and control vulnerable people have over their lives and the services they access to help them with daily living. It would promote independence and confidence amongst this group and opportunities for them to participate fully in their local community and in the employment and leisure markets.

- **Place:** Leading the investment in an attractive and inclusive city and its communities.
- The new companies would play a key part in ensuring the involvement of otherwise possibly excluded groups within the day to day life of the city. It would be well placed to target groups that are currently under-using services.
- **Economy:** Creating an entrepreneurial University City at the heart of a Low Carbon regional economy.
- Social care is likely to be an area of business expansion, employment opportunity and economic growth in the coming period. The company will be well placed to assist in the development of new services and businesses, some on a very local level, to provide for the many and varied needs of customers.

1.5 City Level Outcomes

- The following city level outcomes, drawn from a wider set that relate to People, Place or Economy, are particularly relevant to equalities and will be contributed to by the new companies in the following ways:
- **A prosperous and equitable city:** contributing to the development of the social care market, developing employment opportunities for vulnerable and disadvantaged people, targeting services on hard to reach groups.
- **A city where every resident is healthy and enjoys high standards of wellbeing:** promoting Health and Wellbeing is a key aim of HHAS and will also be a key aim for the new companies.
- **A city that cares for its most vulnerable:** the new companies services will be specifically designed to meet the needs of the vulnerable.
- **A city which is, and feels, safe and secure:** the company's will contribute particularly through the provision of Telecare services not only as a result of assessment but also to those who choose to use the scheme as a means of feeling safer and more comfortable in their own homes.
- **A city where opportunities meet people's aspirations:** the new companies will work to raise and develop the aspirations both of vulnerable people and their carers and work with existing and new service providers to increase the opportunities to realise those aspirations.

2. Scope

- 2.1 In this section consider which people or areas are the targets for the policy or activity, this could be specific groups of people or organisations, individual wards, neighbourhoods or communities or the entire city. Links to, and overlap with, wider, local, sub-regional, regional or national priorities or activities should also be considered.
- 2.2 The City Council currently provides a number of services will be affected by these proposed changes (see below). This Equality Analysis considers the impact on services users who attend these services, their carers and the employees who work in these services.
- 2.3 The impact on other groups of people has also been considered. It should be noted that there are significant differences for each of the in-house services that may have a bearing on the equalities impacts of the change.
- 2.4 As a way of introduction some details about each service are included below:

- Day Centres (Washington Multi-Purpose Centre, Fulwell Day Centre and Grindon Lane)
- Farmborough Court Intermediate Care Centre
- Sunderland Telecare
- Community Equipment Store
- Housing Improvement Agency
- Supported Living for people with Mental Health, Autism and Challenging Behaviour residential services and supported accommodation services
- Supported Accommodation for people with a Learning Disability
- Reablement at Home Service
- Short Break services
- Sunderland People First
- Beckwiths CIC Support Service
- Bishopwearmouth Horticultural nursery

2.5 The above services have around 1200 members of staff including front-line and support personnel.

2.6 The services to be provided by the New companies will be principally aimed at:

- 1. People with functional dependencies**
- 2. People with learning disabilities**
- 3. People with mental health problems**
- 4. Vulnerable Adults**

2.7 These broad groupings will include:

- Older People
- People with varying levels of Learning Disability
- People with Physical Disabilities
- People with varying levels of Mental Health Problems
- People suffering from dementia
- People with substance abuse issues
- People with Autism and related conditions
- People with other vulnerabilities
- Carers

2.8 Within the above groups, the new companies will also be particularly keen to target:

- People receiving Individual budgets by way of Direct Payments
- Self funders
- People who are eligible for, but are not already receiving, services
- Under represented groups
- Areas of the city known to experience high levels of deprivation
- Areas of the city where service use is unexpectedly low

3. Intelligence and Information

What sources of information have been used to inform this assessment/analysis? This should include but is not limited to consultations, resident/service user feedback and statistical data and intelligence.

3.1 A range of sources of information has been used in the completion of this Impact Assessment. These include:

3.2 Equality Strand Information/Statistical Data (service user and population) relating to the following:

- Age
- Race
- Sex
- Disability
- Pregnancy and maternity
- Sexual orientation (where available)
- Religion or belief (where available)
- Gender reassignment (where available)
- Marriage and civil partnership (where available)

3.3 Information from the Office of National Statistics, relating to the various equality strands, including:

- Census Information
- Mid-year estimates
- Surveys/reports
- National and local data

3.4 Consultation Data

- Customers of Care and Support
- Data from previous Equality Impact consultations
- External Equality Forums

3.5 Staff Data

- Equality Strand information
- HR Information e.g. Grade, TU Membership etc
- Consultation with Care and Support staff
- Trade union consultation.
- *(We could also possibly consult the HR&OD Equalities Working Group regarding this Equality Analysis, if we think appropriate?).*

4. Summary of Information/intelligence collected

4.1 Sunderland Population

- Trends
 - Sunderland's population of pensionable age is predicted to rise by almost 41% by 2029 over the figure for 2004.
 - The working age population is predicted to fall by almost 16.5% by the same date.
 - It is expected that there will be a ? rise in the number of people suffering from dementia by 20??.
 - The number of people with a disability is likely to increase by ? over the next ? years
- Sunderland Population By Age and Gender

Mid 2010 estimates

	Male	Female	Total
Under 18	28,700	27,500	56,200
18 - 64	89,800	90,700	180,500
65 and over	20,500	26,500	47,000
Total	139,000	144,700	283,700

Age Group

	Male	Female	Total
0-9	15,400	14,700	30,100
10-19	17,400	16,600	34,000
20-29	21,800	19,900	41,700
30-44	26,900	28,100	55,000
45-59	28,400	29,500	57,900
60-64	8,500	9,100	17,600
65-74	11,800	13,300	25,100
75-84	7,100	9,600	16,700
85+	1,600	3,600	5,200
Total	138,900	144,400	283,300

•Sunderland Population by Ethnicity

BME Groups Percentage Estimates in Sunderland

	1991	2001 Census	Mid 04	Mid 07	Mid 08	Mid 09
Ethnic Group Population %						

White	98.9	97.1	97.1	96.3	96.0	95.7
Black (Caribbean, African)	0.1	0.4 (1100)	0.4 (1200)	0.5 (1500)	0.6 (1700)	0.7 (1900)
Asian (Indian, Pakistani, Bangladeshi)	0.6	1.1 (3100)	1.2 (3300)	1.5 (4100)	1.5 (4300)	1.7 (4700)
Chinese	0.2	0.4 (1000)	0.3 (800)	0.5 (800)	0.3 (800)	0.3 (800)
Other (All Mixed, Other Asians) and Others	0.2	1.0 (2800)	1.1 (3000)	1.4 (3900)	1.5 (4300)	1.7 (4700)
Total Black and Ethnic Minority Population %	1.1	2.9 (8000)	2.9 (8300)	3.7 (10,300)	3.9 (11,100)	4.3 (12,100)

BME Groups Age Distribution [mid 2009 Estimates]

All

Age	0-15	16-64/59	65/60+	Total
Mixed	900	1300	100	2300
Asian/British Asian	1400	4200	300	5900
Black/Black British	300	1600	100	2000
Other	200	1700	100	2000
Total	2800	8800	600	12200

Male

Age	0-15	16-64/59	65/60+	Total
Mixed	400	700	0	1100
Asian/British Asian	700	2400	100	3200
Black/Black British	200	900	0	1100
Other	100	900	0	1000
Total	1400	4900	100	6400

Female

Age	0-15	16-64/59	65/60+	Total
Mixed	500	600	0	1100
Asian/Asian British	700	1800	100	2600
Black/Black British	200	700	0	900
Other	100	800	100	1000
Total	1500	3900	200	5600

- **Sunderland Population – Disability**

- **Total people in Sunderland with a long term limiting illness [2001 Census]**

Total	Male	Female
64,836	31,588	33,248

- **Disability Living Allowance - Cases in payment in Sunderland**

12,340 [as at May 2012]

- **Predicted future trends in Sunderland**

Predicted to have a:	2015	2030
Learning Disability	5369	5383
Moderate Physical Disability	13839	13776
Serious Physical Disability	4088	4117
Common Mental Health Disorder	28291	27799
More serious MH Disorder	2019	2074

- **Sunderland Population by Marital Status**

Local figures do not exist but national data has been obtained from the ONS website.

This suggests that **71%** of adults over 18 describe their status as married and **7.5%** of this group are in a stable co-habiting relationship.

Applying these figures to Sunderland would indicate that some **161,500** People aged over 18 in Sunderland are married and some **17,000** are in stable, cohabiting relationships.

- **Sunderland population by Civil Partnership**

Local data for Civil Partnerships is not available but national information from the ONS suggests that nationally in 2010 there were **6385** new Civil Partnerships [an increase of 1.7% on the previous year] making a national total at that time of **46662** such partnerships.

Approximately 25% of the Partnership ceremonies involved took place in London.

Less than one adult [0.5] per 1000 of the eligible population is part of a Civil Partnership.

Based on these figures it would be possible to estimate that there are in the region of **75 – 80** people in Sunderland who are in a Civil Partners.

- **Sunderland population by Religion/Belief [2001 Census]**

Christian	228,815
Buddhist	274

Hindu	259
Jewish	115
Muslim	2,101
Sikh	547
Other	374
No Religion	27,033
Religion not stated	21,292
All people	280,810

Population 65+ by Religion/Belief

	People aged 65-74	People aged 75-84	People aged 85+
Christians	22,783	12,628	3,506
Buddhists	10	0	3
Hindus	14	0	0
Jews	35	12	6
Muslims	41	5	0
Sikhs	15	9	0
Any other religion	28	15	3
No religion	687	274	61
Religion not stated	1,793	1,353	481
All people	25,406	14,296	4,060

- **Sunderland population by Sexual Orientation**

Local data for Sunderland is not available but national information is available from the ONS website.

A survey carried out in 2010 indicated that some 1.5% of the population reported as being Lesbian, Gay or Bisexual. Of these 1% reported as Lesbian or Gay and 0.5% as Bisexual.

A greater number was reported in London than elsewhere.

Taking account of likely under-reporting on these issues and applying these findings to Sunderland it can be estimated that there are some **2,800** Lesbian or Gay people and some **1400** Bisexual people in Sunderland.

- **Sunderland population Transgender/Gender Identity**

No reliable data is available locally or nationally

- **Employment/Unemployment in Sunderland**

	All	Male	Female
Economically Active	70.1%	76.6%	63.8%
Employed or self employed	61.5%	65.9%	57.2%
Unemployed	11.7%	13.8%	10.1%

- **Deprivation**

82 of the city's 188 SoAs ranked amongst the 20% most deprived in England and 41 ranked among the 10% most deprived.

70 had in excess of one third of their older residents suffering income Deprivation.

5. Care and Support Customers [Figures as at 8 June 2012]

- **Care and Support customers by Age and Gender**

Age	Gender	Assess Centre	Day Service	Perm Care	Short Break	Farm Court	Total
18-64	Male	3	160	10	106	4	283
	Female	2	186	14	129	1	332
65& over	Male		17	2	10	80	109
	Female		15	2	23	30	70
Total		5	378	28	268	115	794

- **Current Care and Support customers by Age and Ethnicity**

Age	Ethnic Origin	Assess Centre	Day Service	Perm Care	Short Break	Farm Court	Total
18-64	Asian/other Asian		3				3
	Black [All]		2				2
	Other			1			1
	White British	5	341	23	235	5	609
65& over	Asian/other Asian					1	1
	Not recorded					1	1
	White British		32	4	33	108	177
Total		5	378	28	268	115	794

- **Current Care and Support Customers by Marital Status**

Age	Marital Status	Assess Centre	Day Service	Perm Care	Short Break	Farm Court	Total
18-64	Divorced		7		4		11
	Living together				1		1
	Married		10		24	1	35

	Separated		1				1
	Single	5	302	23	191	2	513
	Widowed		1		1	1	3
	Unknown		25	1	14	1	41
65& over	Divorced				1	5	6
	Married		9	1	21	31	62
	Separated		1		1	2	4
	Single		12	3	10	8	33
	Widowed		7			46	53
	Unknown		3			15	18
	Not recorded					3	3
Total		5	378	28	268	115	794

- **Current Care and Support Customers by Civil Partnership**

None currently recorded

- **Current Care and Support customers by Religion/Belief**

Age	Religion	Assess Centre	Day Service	Perm Care	Short Break	Farm Court	Total
18-64	C of E	3	157	16	123	2	301
	R C		29	3	22		54
	Methodist		11	1	10	1	23
	Jehovah's Witness		2		1		3
	Mormon		2		1		3
	Muslim		2	1			3
	Other Christian		2		1		3
	Salvation Army		2				2
	Pentecostal		1		1		2
	Baptist		1		1		2
	Christian				1		1
	None		43	1	24		68
	Not disclosed	2	94	2	50	2	150
65& over	C of E		11	2	23	67	103
	R C		10		2	11	23
	Methodist		1		4	5	10
	Jehovah's Witness		1			1	2
	Other Christian					2	2
	Pentecostal					1	1
	Baptist					1	1
	Not recorded					3	3
	None		3		1	7	11
	Not disclosed		6	2	2	13	23
	Total	5	378	28	268	115	794

- **Current Care and Support customers by Sexual Orientation**

	Assess Centre	Day Service	Perm Care	Short Break	Farm Court	Total	
Hetrosexual		1		3		4	
Not disclosed		4	1	1		6	
Not recorded	5	373	27	264	115	784	
Total	5	378	28	268	115	794	

- **Care and Support Customers Transgender/Gender Identity**

None currently recorded.

- **Care and Support Customers - Pregnancy and maternity**

Data not currently recorded.

6. Care and Support Staff

- **Care and Support staff by Gender, Age, Disability and Ethnicity**

Gender

Male	268
Female	822
Total	1090

Ethnicity

White	979
Asian/Asian British	4
Black/Black British	2
Chinese/Other	4
Mixed	2
Not Known	4
Withheld	95
Total	1090

Age

18-21	22-30	31-40	41-50	51-60	61-65	66-70	Total
2	52	193	449	338	54	2	1090

Disability

Disabled	36
Non-disabled	926
Not known	20
Withheld	108
Total	1090

- **Care and Support staff by Marital Status**

Data not currently recorded.

- **Care and Support staff by Civil Partnership**

Data not currently recorded.

- **Care and Support staff by Religion/Belief**

Data not currently recorded.

- **Care and Support staff Transgender/Gender Identity**

Data not currently recorded.

- **Current Care and Support current activity [as at 8 June 2012]**

Age and Service type

Age	Main Category	Assess Centre	Day Service	Perm Care	Short Break	Farm Court	Total
18-64	Learning Disability	4	284	24	173		485
	Mental Health		55		2		57
	Physical Disability	1	9		59	5	74
	Sensory Disability				1		1
65& over	Frailty/ Temp illness				1	6	7
	Learning Disability		10	3	8		21
	Mental Health		13			2	15
	Physical Disability		7	1	24	96	128
	Sensory Disability					2	2
	Not Recorded					4	4
	Total	5	378	28	268	115	794

- As at the end of December 2012 there were 2134 customers receiving home care to help them live independently in their own home.
- Adult day care centres provide older adults an opportunity to get out of the house and receive both mental and social stimulation. Some 661 people were receiving day care as at the end of December 2012.

- As at the end of December 2012 there were 1284 people receiving direct payments and 942 receiving short breaks.
- There were 7860 items of equipment delivered to 3293 people in the period January – December 2012.
- There were 417 Disabled Facilities Grants (DFG) given in the period April – December 2012.
- In the period January - December 2012 there were 217 people in permanent residential/ nursing care. This equates to 10103 placement weeks.
- In the same period there were 277 people in temporary residential/ nursing care, equating to 1875 placement weeks.

7. Analysis of Impact on People

This section offers an opportunity to assess the intended and potential impact of the policy, decision or activity on the people of Sunderland. This includes specific consideration of the impact on individuals, groups with protected characteristics and communities of interest within the city. Please briefly outline any positive, negative or neutral impacts on the specific groups below. In this assessment it is important to remember the Council is required to give due regard to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

Characteristic	List of Impacts		
	Positive	Neutral	Negative
Age	<p>√ Promote choice and control, expand range of services available, provide services for self funders, increase independent living</p> <p>Employees</p> <p>√ Pensions to remain unchanged [?]</p> <p>√ No planned policy changes relating to age</p> <p>√ Individual contract reviews to ensure all current</p>		<p>√ Need to overcome reluctance to manage own care Need good carer engagement, advocacy and support with DP</p> <p>Employees</p> <p>√ Possible impact on age profile of overall council workforce</p>
Disability	<p>√ Further promote choice and control, expand range of services available, provide services for self funders, increase independent living. Increased work, volunteer and education opps</p> <p>Employees</p> <p>√ Retention of council policies aimed at helping people with disabilities to remain at work</p> <p>√ Tackle any under-</p>		<p>Employees</p> <p>√ Possible impact on Disability profile of overall council workforce</p>

	reporting of disability within workforce		
Gender/Sex	Opportunity to promote single gender services if appropriate Opportunity to examine and address any gender imbalance	√ Overall neutral	Employees √ Possible disproportionate impact on female employees due to their greater numbers
Marriage and Civil Partnership	Opportunity to shape services to suit both traditional and single sex partnerships Employees √ Current council policies in respect of this strand will be retained	√ Overall neutral	Need to identify and address any prejudice in respect of single sex relationships
Pregnancy and maternity	Employees √ HR policies relating to this strand will be transferred	Employees √ Overall neutral based on assumption that T&C's will be transferred	
Race/Ethnicity	√ Opportunity to target minority communities, develop locally run and managed services, provide culturally appropriate services		Staff training and awareness a priority
Religion/belief	Employees √ HR policies and procedures to be retained	√ Overall neutral	Lack of staff awareness of other religions particularly Islam
Sexual Orientation	√ Opportunity to portray/develop services that are open to LGBT customers Employees √ HR policies and procedures to be retained	√ Overall neutral	Staff training and awareness a priority
Trans-gender/gender identity	Opportunity to portray/develop services that are open to Transgender customers	√ Overall neutral	Staff training and awareness a priority

	Employees √ HR policies and procedures to be retained		
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7.1 Other individuals or groups impacted upon.

The policy or action may also have an impact on other groups or individuals which are not covered by the statutory requirements. Please outline any additional individuals or groups which have not already been covered. This could include socio-economic groups, voluntary and community sector, carers or specific communities which face additional challenges (such as former coal mining areas or areas of high deprivation).

- **Carers**

- The involvement and engagement of carers is a crucial issue for Social Care services in general and for the new companies in particular. Vast amounts of unpaid support is provided by family and other informal carers without which the continued independence of the cared for person would be seriously jeopardised.
- Suitable help and support for carers in respect of understanding any new arrangements, taking part in assessments of the cared for person and simply being able to continue in their caring role will be key considerations for the new companies
- **Council Employees who have Caring Responsibilities** - The Council's employees who will be transferring to the new companies may also have unpaid caring responsibilities outside of work. It is considered that there will be a neutral impact on these employees, as a result of their TUPE transfer to the new companies, as policies such as the Council's Flexible Working Policy and Leave of Absence Policy will be retained post transfer.

There will be communication and support during consultation and engagement.

- **Voluntary and community Sector**

- The VCS will have a key role to play in respect of the future provision of social care in a number of respects including direct service provision, advocacy, information and advice and consultation/feedback.

- **Areas of particular social deprivation**

- Evidence suggests that the need for social care services will be higher in areas of particular social deprivation.
- Identification of these areas and targeting of the residents there will be important issues for the new companies.

7.2 Gaps in intelligence and information

Having undertaken the analysis are there any areas of intelligence or information which need to be improved? Please outline any areas where the current information

is not complete enough to take a decision. Addressing this gap should be covered in the action plan.

- Information about sexual orientation and transgender issues in respect of the population at large and the current level of use of social care services
- Knowledge of how services need to be remodelled to take account of the needs of LGBT community
- Understanding of the impact of faith/belief on the take up and use of services

- **Employees**
 - There are significant equality data gaps for the in-house Care and Support services workforce relating to the marriage and civil partnership, religion or belief, sexual orientation and transgender protected characteristics.
 - To improve our understanding of the Council's workforce the Council will be undertaking a Council-wide staff survey during 2012 to obtain equality information relating to all the protected characteristics.
 - This Equality Analysis will be reviewed if and when the information from the staff survey becomes available prior to the TUPE transfer.

8. Summary of Impacts and Response to Analysis

Please provide a summary of the overarching impacts that have been highlighted through the analysis process through the three questions below. It is important to recognise that individuals may belong to one or more of these characteristic groups and the combined impact could be greater than any single impact.

This section will be further developed as each new company is formed and will include

Comparisons of figures for each of the equality strands in respect of:

Care and Support Customers for each company

Care and Support Staff

This will enable an assessment to be made of the representativeness of the customer base and workforce moving into each new company; the impact of the transfer on the council's overall workforce make up; areas where particular action may be needed to address gaps or deficiencies both in respect of recruitment and service provision.

Identification of gaps in data in respect of the equality strands.

This will allow us to identify those areas where data collection will need to be improved or introduced [though the way some of this data is collected and when will be a matter for individual services to decide].

It will also help us to identify those areas where we cannot be sure about the potential impacts simply because we do not have the data to reach a conclusion. The outcomes of improved data collection will be key to the review of the assessment in the future and the identification of previously unknown barriers or barriers that have not previously been understood.

Reference will be needed to the IJM if the NEW COMPANIES is to be required to recruit in this way as this would limit the opportunity for the company to actively seek to increase the diversity of its workforce.

Data will be required in respect of staff training in respect of equality and diversity/cultural awareness in order for the company to identify further training requirements for staff.

Information on likely future trends and their impact on the service in respect of the equality strands will also be required in order that service development reflects future need and is designed to avoid equality related barriers.

All of the above will feed into a series of required actions for inclusion in the Action Plan.

Who will the policy/activity impact on and who will benefit?

- It is estimated 2.4% of the adult population have learning disabilities, of which 0.4% are thought to have more significant learning disabilities, those who are most likely to need help from others in daily living. This latter figure equates to approximately 1,220 people in Sunderland;
- Of those, the Council currently supports around 19% of the likely population aged 18–64 years with significant LD, which is below the proportion of people supported by other authorities (23% of the population nationally);
- This suggests either there are informal carers with strong social networks who are able to support more people with learning disabilities in the city and/or the Council is not supporting as many people as might do;
- The greatest pressure on the increasing number of people with LD at risk of residential/nursing care is “carer fatigue” – carers’ circumstances changing significantly and/or feeling unable to continue to cope with their caring responsibilities – with the implication the Council is not becoming involved early enough in such cases, but more often at a time of crisis, a view supported by carers.

Who doesn’t benefit and why not?

Neutral impact on all customers

Who should be expected to benefit and why don’t they?

The creation of three new companies will put customers at the heart of each company’s business, driving forward the activities already undertaken by the respective services in engaging customers. The creation of these three new companies presents opportunities to better coordinate and join up the engagement, design, delivery and coproduction of services with customers and the wider local communities of which the services operate within and therefore, it is not envisaged that no current or potential customer will not benefit from this change.

9. Response to Analysis, Action Plan and Monitoring Arrangements

In this section please outline what actions you propose to take to minimise the negative, and maximise the positive, impacts that have been identified through the analysis. By considering and implementing these actions the policy or action can be refined to make sure that the greatest benefits are achieved for the people of Sunderland. The performance monitoring process should also be set out to explain how ongoing progress is going to be followed to make sure that the aims are met.

From the analysis four broad approaches can be taken, (No major change, continue with the policy/action despite negative implications, adjust the policy/decision/action or stop the policy/action). Please indicate, using the drop down list below which is proposed.

No major change

Action Plan and Monitoring

ACTION	WHO	WHEN	MONITORING ARRANGEMENTS
Carry out individual EqIP, as each new company prior to company being created	Philip Foster	August 2013	Alternative models of Delivery Board
Refresh all data using 21013/2014 data	Philip Foster	May 2013	Alternative models of Delivery Board
Implement Customer consultation strategy	Philip Foster	June 2013	Alternative models of Delivery Board

3.8 Sport and Leisure Review

EQUALITY ANALYSIS

Please refer to Part 2 of the Equality Analysis Guidance

<u>Name of Policy/Decision/Project/Activity:</u>	
Sport and Leisure Service Review - Service Delivery Model for Leisure Centres	
Equality Analysis completed by: Name / Job Title: Richard Lowes Date: 22 September 2013	Responsible Officer: Name /Job Title: Julie D Gray, Head of Community Services Date: 24 September 2013

Is this a:	Policy ()	Strategy ()	Function ()	Other ()
	Service (√)		Project ()	
Is it:	New/Proposed ()	Other ()		
	Changing/Being Reviewed (√)			

1. Purpose and Scope

Purpose

In this section outline briefly what the policy, decision or activity is, what the intended outcomes/benefits (linked to the Corporate Outcomes Framework) are and over what period of time will the outcomes be achieved. Why does it need to be implemented or revised?

Background

The Sport and Leisure Review was tasked with identifying how services could be delivered in a way that would be flexible, responsive and sustainable whilst engaging the local community to ensure improved and tailored customer outcomes. Leisure Centres formed part of the review.

Sunderland City Council, along with most other councils, currently faces significant budgetary pressures for this financial year and future years. The Council is taking a proactive approach to identifying areas that can release efficiencies, including consideration of the most appropriate method of delivering services to promote a sustainable approach.

To achieve this, the Council has implemented a programme (“Sunderland Ways of Working” – SWOW) to identify efficiencies that can be achieved without significant impact on the delivery of services to customers.

The review recognises the need to seize the opportunity to change, embed the Sunderland Way of Working and the Council’s core values, deliver tangible benefits, whilst at the same time meet a service efficiency target. Key drivers for the proposed Leisure Centres alternative delivery arrangements are to:

- Release efficiencies
- Focus service delivery for those most in need
- Improve services to the public
- Deliver improved outcomes for the Council
- Be consistent with the Sunderland Approach and Sunderland Way of Working

National Context

Sport and Physical Activity

DCMS Strategy – Creating a sporting habit for life: A new youth sport strategy
 Sport England Strategy 2012 – 2017
 National Governing Body Whole Sport Plans
 Start Active, Stay Active 2011

Key themes

Raise the proportion of 14 – 25 year olds who play sport and develop a lasting network of school and sport club links

Take sport to where people are and support communities and the voluntary sector

Working with and through National Governing Bodies (NGBs) of sport

Grow, sustain and excel

Establishes, the type and amount of physical activity required at different stages of the life-course.

Local Context

As identified in the Corporate Plan 2012-2015, sport and physical activity, in its own right, plays a key role in what the Council aims to achieve. As one of four priority outcomes under the People theme, Sunderland’s vision is to become ‘**a city where everyone is as healthy**

as they can be and enjoys a good standard of wellbeing'. Sport and physical activity is recognised within the Plan as playing its part in improving the health and wellbeing of residents and increasing participation is viewed as a key service outcome. Success will be measured by more residents participating in sport and physical activity. Through the Community Leadership Programme Elected Members will take more responsibility for working within their communities to support residents and help provide solutions to their problems.

The city's leisure complexes make a positive contribution to a range of priorities, including:

- A city where everyone is as healthy as they can be – there are 2m+ “visits” to leisure complexes each year. 545,000 to Wellness Centres, 650,000 swims including almost 3,000 participants in Learn to Swim programmes and 1m participate in dry sports – including bowls, squash, football and club based activities. The facilities are an important resource to deliver a range of targeted programmes including exercise on referral and specialist weight management. Numbers attending these programmes are 85,000 per annum. Other areas of activity include a partnership with Health, Housing and Adult Services where arrangements are in place to provide support and a personalised service to clients and carers to enable them to access swimming and fitness.
- Developing the reputation and influence of the Council and the city – Sunderland Aquatic Centre is the only Olympic sized swimming pool between Leeds and Edinburgh. The Sunderland Tennis Centre stages Lawn Tennis Association satellite events.

Modernisation of Services

Sunderland's history of investing in its sport and leisure facilities is unprecedented in the region. Guided by the Leisure Facilities Plan (2004), the Council together with its partners have invested over £67m of capital resource in new and replacement sport and leisure facilities to meet its objectives of improving health outcomes by encouraging and supporting increased participation in sport and physical activity.

Customer Insight

Net satisfaction with leisure centres has similarly increased, from 46% in 2007 to 63% in 2010. The opening of the Sunderland Aquatic Centre in April 2008 marked the start of the leisure facility development programme and new facilities such as the 25m pools at Silksworth and Hetton have been a catalyst for improved resident satisfaction levels, but also to the service being more responsive to customer needs.

In 2012 resident satisfaction levels for leisure centres remained stable at 57%.

23% of residents surveyed were frequent users
59% used leisure centres in the last year
41% were non users

Frequent users of leisure centres are most likely to be

People with children
24-44 years of age
Residents working
Owner occupiers
Women

Non Users are most likely to be

45+ years of age
Those in poor health
Retired residents
Unemployed
Those with a disability
Single person households

Beacon Status for Hard to Reach Groups

It should be noted that the service area's good practice has been built on the foundations of nationally acclaimed performance for its commitment in tackling health inequalities and targeting hard to reach groups. This has been recognised by Central Government in recent years through the award of Beacon Status in 'Culture and Sport for Hard to Reach Groups' and 'Reducing Health Inequalities'.

National Benchmarking Service

During January and February 2012, 4 swimming pools (Aquatic Centre, Silksworth, Hetton and Washington) undertook a National Benchmarking survey. The customers who completed the survey provided postcode information. Out of the 949 questionnaires completed, 799 contained a postcode. The results from the satisfaction survey can be seen in Appendix 4.

Pricing and Affordability

Access to facilities is promoted by the Affordable Pricing Policy – the focus being ability to pay – and facilitated via the "Lifecard". The card enables discounted access or concessions for a range of key target groups, including:

- Those in receipt of benefits such as Job Seekers Allowance, Council Tax Benefit etc.
- Looked after children, Carers and those seeking asylum
- Under 18's (where parents are in receipt of some benefits), customers age 60+, full time students

Pricing for non-concessionary users is competitive with the local market and mechanisms are in place to respond to market changes e.g. from other fitness providers in order to ensure business retention. All pricing is subject to annual review.

Challenges facing the Council

Sunderland has a higher percentage of people in poor health than both the regional and national average

IMD statistics show that 35.9% of the city's population are living in 20% of the most deprived wards in the country

57% of Sunderland's adult population do not participate in any form of sport or physical activity, compared to the national average of 49% (Active People Survey 6).

The Public Health White Paper 'Healthy Lives, Healthy People' describes a new era for public health, with a higher priority and dedicated resources. Local authorities have a new role in improving the health and wellbeing of their population. The service have a central role to play in promoting public health

The drive for Councils to become "intelligent commissioners" of services has increased the consideration of the benefits of Alternative Service Delivery (ASD).

The Government's aim is to strengthen local democracy to provide citizens, communities and local government with the power and information they need to work together to overcome the challenges they face.

Scope

In this section consider who or where is the target for the policy or activity, this could be specific groups of people or organisations, individual wards, neighbourhoods or communities or the entire city. Links to, and overlap with, wider, local, sub-regional, regional or national priorities or activities should also be considered.

Over the next 3 years the City Council has to make efficiencies of £110million. £2-3 million is to be made by leisure centres.

The changes may potentially impact all leisure facility customers, staff and stakeholders to some degree. However, as the preferred delivery option has not been selected it will be

difficult at this stage to assess potential impacts, as each option is intrinsically different in nature.

The following leisure centres are included in the review.

1. Sunderland Aquatic Centre and Wellness Centre
2. Seaburn Centre and Wellness Centre
3. Washington Leisure Centre and Wellness Centre
4. Houghton Sports Centre and Wellness Centre
5. Hetton Sports Complex and Wellness Centre
6. Sunderland Tennis Centre and Community Pool, and Wellness Centre
7. Bunnyhill Wellness Centre
8. Raich Carter Sports Centre
9. Silksworth Sports Complex

Services Provided

The services and activities that leisure centres provide can be summarised as follows:

- Comprehensive services for residents (and visitors) to encourage and grow participation levels, and in particular for those where price is a perceived barrier to access
- In partnership with the Wellness Service a range of programmes to target inactive individuals or those with specific health conditions to safely increase activity levels
- Opportunities to develop sporting skills consistent with the pathways established by the national governing bodies of sport eg. swimming, tennis

All of the above makes a positive contribution to improving health outcomes in Sunderland. There is a wealth of compelling evidence that physical activity is important for health and has great potential for health gains.

Alternative Delivery Options

At the time of drafting this Equalities Impact Assessment, the preferred delivery option has not been selected.

The Council has stipulated that they must focus service delivery on residents most in need and improving services. In order to achieve this, the Council are exploring the following delivery models.

The following options were identified as potential delivery options which the Council could implement in order to achieve fulfilment of the objectives:

- Option 1: Base Case – the Council continues with the current in-house approach but undergoes some service redesign to increase customer volumes and improve financial sustainability;
- Option 2: Spun Out Charitable Trust - the assets and services are held in trust and managed by trustees with clear objectives. The trust must be independent of the Council to have charitable status;
- Option 3: Long Term Outsource – the Council outsources the management and responsibility of operational service delivery for a period of time via a contract in consideration for a management fee / subsidy reduction;
- Option 4: Equity Joint Venture – the Council establishes a corporate Joint Venture (JV) with a strategic partner, which could be a private sector partner and / or a social enterprise or charity. The Council and partner contribute assets / investment and expertise to share in the benefits and risks;
- Option 5: Sale and Leaseback – this option can be linked to a number of other options, in one scenario the Council sells its assets to a partner and leases them back for a period of time, whilst procuring a contractor to be responsible for the operational delivery of the services.

Wellness programmes are not included within these negotiations and if/when the proposals are agreed, negotiations will take place on how these will continue to operate within the leisure/wellness centres.

Should the proposals be agreed, the timescales for implementation will be:

1. Procurement complete by April 2014
2. Operational by July 2014

Preferred Option

Through the business case analysis, it is clear that SCC needs to establish a structure which allows for a partnership approach with commercial investors for the Council to achieve its objectives.

Due to the nature of the services, SCC would need to work closely with a partner to ensure certain areas are handled with sensitivity. This would include:

- Ensuring a commitment to quality sport and leisure facilities;
- Ensuring a partner has strong values of Corporate Social Responsibility;
- Maintain and create links to local communities;
- Ensuring a commitment to providing services to the elderly and those on low income.

At this stage it is recommended that an Equity Joint Venture would be the preferred option.

Intelligence and Information

What sources of information have been used to inform this assessment/analysis? This should include but is not limited to consultations, resident/service user feedback and statistical data and intelligence.

Data available and analysed:

1. Sport Centres Facility Attendances 2012-2013 (Appendix 1). These attendances have been broken down into the following categories

- Lifecard holders
- Non Lifecard holders
- Wellness Centre Package holders
- Non Activity visits

2. Sport Centre Current Package Holders (Appendix 2)

These package holders have been broken down into the following categories

- Residents
- Non Residents
- Residents / Non Residents Combined

3. Sport Centre Holders (Appendix 3)

These package holders have been broken down into the following categories

- Residents
- Non Residents
- Residents / Non Residents Combined

4. National Benchmarking Service–Satisfaction Survey (Appendix 4)

During January & February 2012, the 4 pools within Sunderland City Council (Aquatic Centre, Hetton, Silksworth and Washington) undertook a National Benchmarking survey. The customers who completed the survey provided postcode information. Out of the 949 questionnaires completed, 799 contained a postcode.

5. National Benchmarking Service–Socio Economic (Appendix 5)

The socio economic status of customers using the Aquatic Centre, Hetton, Silksworth and Washington Pools

6. Sports Centre Users, House Types and Socio Economic Data (Appendix 6)

7. JSNA and Sport England Active People Headlines

JSNA profiles about health issues – to be reviewed once the JSNA is updated

Active People Survey results show that in Sunderland 19.62% of adults participate in 3x30minutes of moderate physical activity per week. From this survey we also know that 22.5% of the city's male population, and 17% of the city's female population participate in 3x30minutes per week. There is a clear difference here between the numbers of active males versus active females.

Further analysis shows that:

- 30.5% of the city's 16-25yr old residents are active 3x30minutes per week
- 25.2% of the city's 35-54yr old residents are active 3x30minutes per week
- 10% of the city's 55+ residents are active 3x30minutes per week

8. Building a Sustainable and Lasting Legacy in Sport and Physical Activity 2011/12 Scrutiny Review – see below evidence

As part of a review by Scrutiny Committee into Building a Sustainable and Lasting Legacy in Sport, the following barriers to sports participation were identified

Barriers to Participation in Sport – *what did Scrutiny say?*

Barriers to participation can affect people of all ages, ethnicities and socio-economic groups, however they are often more apparent for socially excluded groups, including workless or low-income families, homeless people, young people, women, BME groups, people with disabilities and older people.

The Council's Community Spirit panel in 2010 were asked how easy or difficult it is for them to be physically active in their local area. Overall, the majority of residents said this was easy, however a fifth of respondents said it was difficult.

Residents with a disability were significantly more likely to say they find it difficult to be physically active than those without a disability. The analysis also showed that males were slightly more likely to say they find it easy to be physically active in their local area than females.

The vast majority of comments around this question were from those who believed that they have the opportunity to exercise if they wish, which some said they were already doing. The majority of opportunities identified by respondents included visiting a Leisure Centre, where the cost was not felt to be prohibitive, or for general walking, jogging or cycling out and about in the local area.

The main reasons given from those who found it difficult to be physically active were around disability or because they felt they were too old. Other reasons included costs, distance, fear of crime in the local area or that it is not maintained well enough to do physical activity in. The most significant barriers to being physically active were identified by residents as being:

<u>Barrier</u>	<u>Percentage</u>
Lack of time	47%
Cost of activities	46%
Location of activities	30%
Disability/ill health	28%

Residents were asked to identify things that would encourage them to be more physically active. These included:

<u>Encouraging factor</u>	<u>Percentage</u>
Activities available at times that suit me	43%
Promotional discounted activities	39%
Opportunities in other facilities (not leisure centres)	35%

Other consultation and engagement

The service area engaged with residents, partners and activity providers to understand the type of sports and physical activity people would like to see available in the city. Within this consultation individuals also asked to identify where and when they would like to take part in sport and physical activity.

The cost of accessing sports facilities – *what did Scrutiny say?*

In order to reduce barriers associated with cost to sports facilities, the Council's aim as far as its sport and leisure pricing policy is concerned, is to direct funding to services for the benefit of its residents. Subsidies are targeted towards those residents who least can afford to pay for sport and physical activity.

Overcoming barriers for Targeted Groups – *what did Scrutiny say?*

The Council and the industry has long recognised the barriers its residents have to participation in sport and physical activity and Sport and Leisure have supported the community for a number of years by providing assistance, developing sport opportunities, raising awareness and tackling prejudice within communities, specifically with regard to ethnic minority groups.

BME Groups/Community Cohesion – *what did Scrutiny say?*

A project established with the Young Asian Voices group and Raich Carter Sports Centre engaged more than 50 males throughout 2011. Following the success of these sessions, an adult 11 a side Asian football team was developed who now compete in the North East Christian Fellowship League.

The Raich Carter Sports Centre is located in an area of proportionately high BME groups for the city and work undertaken in recent years has included:-

- Outreach coaching at the Bangladeshi Centre;
- Programming specific gym and swim sessions for the Bangladeshi Centre
- Supporting the Refugee Centre Training Programme, by offering two refugees volunteer training in administration and life guarding;
- Programming badminton for the Indian Cultural Centre on Sunday afternoons;
- Midnight football for late night restaurant workers;
- Private swimming for Bangladeshi women; and
- Young Asian Voices provide sessions for young people 9-19 years. The group work in conjunction with Centre staff and programme a number of activities throughout the year including football, gym and swim.

Using football to tackle community cohesion issues, an annual tournament has been developed at the RCSC to bring together communities who would not normally participate or positively interact. The service supports the annual Show Racism the Red Card festival and activities (multi club football event) organised by the SAFC Foundation, Sunderland Samba and Young Asian Voices.

Women – *what did Scrutiny say?*

Sangini is a women's organisation aiming to reach BME disadvantaged and excluded groups in an innovative and creative way whilst providing opportunities for tackling inequalities in health. The group have been proactive in the development of community wellness opportunities and have received assistance in accessing training and educational opportunities. The group have a gym and swimming sessions one morning a week at Raich Carter.

Funding secured from the ASA has been used to develop a women's swimming network. The Council has engaged a number of organisations including We're Out, University of Sunderland and Wearside Women in Need. Currently two groups have been established with 30 participants.

People with a disability – *what did Scrutiny say?*

The role of the Sunderland Disability Forum is to work with children who have physical and/or medical needs and who are attending a mainstream school within the city and to ensure these children the equality of opportunity through the provision of inclusive physical education and discrete disability sport events within an accessible and supportive environment. The Forum

consists of representatives from Sport and Leisure, and other partners such as SAFC Foundation. Currently the Forum is coordinating a Sportsability Morning to be held on 19 January 2012, at Silksworth Community Pool, Tennis and Wellness Centre. The event is open to young people in Years 5, 6, 7, 8 and 9 with physical and/or medical difficulties attending mainstream secondary schools in Sunderland. The sports on offer include seated volleyball, sports hall athletics, tennis, wheelchair basketball and boccia.

The Sunderland Tennis Programme has developed a new Sound Tennis Club for people who are visually impaired. The adapted game is played on a short tennis court with a special foam ball with ball bearings inside, which shake to alert the player to where the ball has bounced. A series of taster sessions has also been delivered in schools with over 20 regular participants.

Modernisation and Area Provision

The Council has undertaken a significant investment and modernisation programme to assist those with disabilities. One area where significant progress has been made is ensuring that each area of the city has a swimming pool and Wellness Centre, therefore encouraging community involvement, access and participation. In planning new facilities the service has ensured that residents have access to facilities which are fully compliant with DDA legislation, such as the Aquatic Centre, new 25m pools, City Adventure Play Park and the Tennis Centre Sensory Room.

2. Analysis of Impact on People

This section offers an opportunity to assess the intended and potential impact of the policy, decision or activity on the people of Sunderland. This includes specific consideration of the impact on individuals, groups with protected characteristics and communities of interest within the city. Please briefly outline any positive, negative or neutral impacts on the specific groups below. In this assessment it is important to remember the Council is required to give due regard to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

(**) – note for Neutral Column ie. excluding over 70's and Under 18's

Characteristic	List of Impacts		
	Positive	Neutral	Negative
Age	<p>All physical activities developed and delivered by Leisure Centres are accessible to people of all ages. A number of activities including tea dances, bowls may appeal more to older age groups but do not restrict access to younger participants in the way that age specific services would.</p> <p>All led activities are delivered by instructors trained to accommodate a wide age</p>	<p>Aquatic Centre Lifecard Holders (**) Dominant Age group is 20-24 Non Dominant Age group is 55-59</p> <p>Bunnyhill Lifecard Holders Dominant Age group is 30-34 Non Dominant Age group is 65-69</p> <p>Hetton</p>	<p>Consultation results will inform this area further</p>

	range and offer easier/harder alternatives to ensure that activities are safe, effective and appropriate for all.	<p>Lifecard Holders Dominant Age group is 65-69 Non Dominant Age group is 50-54</p> <p><u>Houghton</u> Lifecard Holders Dominant Age group is 45-49 Non Dominant Age group is 20-24</p> <p><u>Seaburn</u> Lifecard Holders Dominant Age group is 65-69 Non Dominant Age group is 20-24</p> <p><u>Silksworth Pool</u> Lifecard Holders Dominant Age group is 60-64 Non Dominant Age group is 20-24</p> <p><u>Washington</u> Lifecard Holders Dominant Age group is 60-64 Non Dominant Age group is 50-54</p> <p><u>Raich Carter</u> To be confirmed</p>	
Disability	Activities led by the Leisure Centres can have a positive impact on the health and well being of people with disabilities. Where ever possible and practical, provision is made to accommodate those with a disability and some services/activities are delivered from venues which can provide specialist assistance.	No specific impact has been identified for this characteristic at this time, although all services will be more customer focussed.	<p>Consultation results will inform this area further</p> <p>Some facilities (ie Tennis Centre) are regarded as a city provision but provide key facilities for those with disabilities ie wheelchair tennis, sound tennis and the sensory room. Again consultation can inform this</p>
Gender/Sex	All services are available to all genders.	<u>Aquatic Centre</u> Package Holders Male = 1520 Female = 1367	Consultation results will inform this area further

		<p>Lifecard Holders Male = 3588 Female = 3797</p> <p><u>Bunnyhill</u> Package Holders Male = 336 Female = 317</p> <p>Lifecard Holders Male = 116 Female = 196</p> <p><u>Hetton</u> Package Holders Male = 392 Female = 456</p> <p>Lifecard Holders Male = 1135 Female = 1444</p> <p><u>Houghton</u> Package Holders Male = 362 Female = 444</p> <p>Lifecard Holders Male = 507 Female = 770</p> <p><u>Seaburn</u> Package Holders Male = 279 Female = 207</p> <p>Lifecard Holders Male = 118 Female = 164</p> <p><u>Silksworth Pool</u> Package Holders Male = 864 Female = 1086</p> <p>Lifecard Holders Male = 2208 Female = 2618</p> <p><u>Washington</u> Package Holders Male = 743 Female = 600</p> <p>Lifecard Holders Male = 1850 Female = 2636</p> <p><u>Raich Carter</u></p>	
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		To be confirmed	
Marriage and Civil Partnership	All programmes and services are available for those who are single, married or in a civil partnership.	No specific impact has been identified for this characteristic at this time, although all services will be more customer focussed.	Consultation results will inform this area further
Pregnancy and maternity	Specific provision for this group is made through a partnership with the Wellness Service ie. the Specialist Exercise Practitioner – Maternity for pre and post natal women up to 1 year after giving birth. Activities are programmed to accommodate their lifestyles and routines, specific activities are designed to be safe and effective at each stage of pregnancy and after giving birth. Some activities ie. Mums on the Move and Mums in the Pool have been specifically designed to include the infant, therefore negating the need for additional childcare. Residents requiring this service may attend general access sessions or be referred by a health care professional.	No specific impact has been identified for this characteristic at this time, although all services will be more customer focussed.	Consultation results will inform this are further
Race/Ethnicity	All Leisure Centre led services are available to people of any race or ethnicity. To engage further with specific communities, Leisure Centres do where appropriate work with BME groups and those with specific requirements to deliver activity taster sessions and courses to promote further integration into mainstream activity.	No specific impact has been identified for this characteristic at this time, although all services will be more customer focussed.	Consultation results will inform this area further Some facilities (ie Raich Carter) are located in an area of proportionally high BME groups compared to other areas of the city. Therefore the future of say Raich Carter will be important to this protected characteristic
Religion/belief	All programmes and services are available to individuals whatever their religion / belief. Individual needs are accommodated wherever it is practical to do so.	No specific impact has been identified for this characteristic at this time, although all services will be more customer focussed.	Consultation results will inform this are further Again similar to Race/Ethnicity the future of say

			Raich Carter will be important to this protected characteristic
Sexual Orientation	All programmes and services are available to individuals who are gay, lesbian or heterosexual.	No specific impact has been identified for this characteristic at this time, although all services will be more customer focussed.	Consultation results will inform this area further
Trans-gender/gender identity	All programmes and services are available to trans gender / gender identity individuals and every effort is made to accommodate specific identified needs for changing / toilet facilities where it is practical to do so.	No specific impact has been identified for this characteristic at this time, although all services will be more customer focussed.	Consultation results will inform this area further

Other individuals or groups impacted on:

The policy or action may also have an impact on other groups or individuals which are not covered by the statutory requirements. Please outline any additional individuals or groups which have not already been covered. This could include socio-economic groups, voluntary and community sector, carers or specific communities which face additional challenges (such as former coal mining areas or areas of high deprivation)

Voluntary and community sector groups may become more involved in the process of running the leisure complexes if a structure with charitable objects is selected.

People on low incomes could potentially be affected by any changes to the pricing policy. Whilst an internal review of the pricing policy is being undertaken there are no plans to change the pricing policy as part of the new delivery mechanism.

Gaps in intelligence and information:

Having undertaken the analysis are there any areas of intelligence or information which need to be improved? Please outline any areas where the current information is not complete enough to take a decision. Addressing this gap should be covered in the action plan.

Statistics are available for age and gender but are not for the other protected groups. There are gaps in the information that is available to look at all of the 'protect characteristics'. Information on current users of the leisure centres is taken from the membership database which retains details of all people with an active Lifecard and who are Package holders.

When applying for a Lifecard members are asked to provide information such as age, gender and if they are eligible for certain disability entitlements. Historically people have been unhappy with being asked to provide extra information, such as ethnicity, so this information is no longer required to complete the membership form.

For this reason there is no information held on marriage status, pregnancy, ethnicity, religion and sexual orientation. It is therefore difficult to determine how any changes would affect such groups as we are not aware of how many people fall into these protected categories actually access the service.

There are also gaps in the information with regards to casual users of the facilities who are not Lifecard members and just pay to use the facilities without being a member. For example Washington had 293,551 visits during 2012/13 and 541,562 visits were from non Lifecard

holders and it is therefore difficult to establish the impacts on users who just use the service on a pay as you go basis.

Work will continue to refine the EIA as the process for developing an alternative delivery model progresses

Policy/Decision/Project/Activity Title: Richard Lowes

Responsible Officer: Julie Gray

3. Summary of Impacts and Response to Analysis

Please provide a summary of the overarching impacts that have been highlighted through the analysis process through the three questions below. It is important to recognise that individuals may belong to one or more of these characteristic groups and the combined impact could be greater than any single impact.

Who will the policy/decision/project/activity impact on and who will benefit?

At this point, there are expected to be positive impacts for a number of groups in the hope that the service will be maintained and be more customer focussed.

Impacts for specific proposals will be analysed following consultation.

Who will not benefit and why not?

Consultation will inform proposals and potential negative impacts. These will be highlighted in a revised Equality Impact Assessment. Each of the options for future service delivery will bring with it advantages and disadvantages. Once the preferred option is identified more focus can be made on identifying those groups that will not benefit.

Who should be expected to benefit and why don't they?

Not known at this point in time

4. Response to Analysis, Action Plan and Monitoring,

In this section please outline what actions you propose to take to minimise the negative, and maximise the positive, impacts that have been identified through the analysis. By considering and implementing these actions the policy or action can be refined to make sure that the greatest benefits are achieved for the people of Sunderland. The performance monitoring process should also be set out to explain how ongoing progress is going to be followed to make sure that the aims are met.

From the analysis four broad approaches can be taken, (No major change, continue with the policy/action despite negative implications, adjust the policy/decision/action or stop the policy/action). Please indicate, using the list below, which is proposed.

- No Major Change – at this stage (✓)
- Continue Despite Negative Implications ()
- Adjust the Policy/Decision/Project/Activity ()
- Stop ()

Action Plan

ACTION	WHO	WHEN	MONITORING ARRANGEMENTS
Look at gaps in current information and identify ways to fill these.			
Undertake consultation and engagement with users and non users across the city, with representatives from all communities to seek the views on the city's leisure centres			
Fully evaluate all qualitative and quantitative information to enable effective contribution towards the outline proposals			
Revise Equality Impact Assessment following consultation on the future service offer, to include proposals and recommendations – this will inform future Cabinet report			
Detail what requirements are needed to be added to the new delivery arrangements to ensure it meets Public Sector Equality Duty.			
Ensure agreement with new operator includes equality training for all new staff and volunteers			
Any changes to pricing, programs and access should only be taken after an Equality Analysis.			

Appendix 1

Sport & Leisure Facility Visits

2012 - 2013 annual visits

	Life Card Only Visits						Non Lifecard Activity Visits		Wellness Centre Package Visits						Non Lifecard Non Activity Visits		Overall Visits
	Resident Usage	1	Non Resident Usage	2	Total Usage	3	Total Usage	Percentage	Resident Usage	Resident Percentage	Non Resident Usage	Non Resident Percentage	Total Usage	Percentage	Total Usage	Percentage	Total Usage
Aquatic Centre		39,346		88.0%		5,344											
Bunnyhill	1,947	99.8%	4	0.2%	1,951	5.8%	741	2.2%	27,944	90.1%	3,063	9.9%	31,007	92.0%	0	0.0%	33,699
Hetton Community Pool	18,031	82.0%	3,960	18.0%	21,991	10.4%	84,081	39.6%	62,561	84.4%	11,534	15.6%	74,095	34.9%	32,008	15.1%	212,175
Houghton Sports Centre	10,067	88.9%	1,260	11.1%	11,327	9.3%	54,266	44.6%	42,495	91.0%	4,178	9.0%	46,673	38.4%	9,315	7.7%	121,581
Seaburn Centre	4,279	99.7%	13	0.3%	4,292	7.1%	25,358	42.0%	13,403	96.2%	523	3.8%	13,926	23.1%	16,750	27.8%	60,326
Silksworth Community Pool	42,046	88.8%	5,292	11.2%	47,338	16.9%	81,919	29.2%	102,024	89.3%	12,286	10.7%	114,310	40.7%	37,080	13.2%	280,647
Washington Leisure Centre	34,252	95.3%	1,676	4.7%	35,928	12.2%	75,643	25.8%	81,962	93.1%	6,120	6.9%	88,082	30.0%	93,898	32.0%	293,551
Total Centre Usage	149,968	91.8%	17,549	8.2%	167,517	10.1%	541,562	32.4%	487,112	90.2%	60,680	9.8%	547,792	42.1%	250,981	15.4%	1,507,852

Key

1. Resident Percentage - % of Life Card only visits to the centre per annum who are residents.
2. Non Resident Percentage - % of Life Card only visits to the centre per annum who are non residents.
3. Life Card only visits as a % of the total annual usage of the centre.
4. Non Life Card activity visits are paying customers for sport and leisure activities including sports hall activities including 5-a-side, badminton, bowls, soft play and dry coaching. 4.9% (39,512) of this total are Wellness gym and classes users who hold a 'User' Card where customer contact details are captured.
5. Non Life Card non activities non paying admissions into the facilities. Examples include; special events, spectators and meeting room hire where attendances are inputted onto system retrospectively.

Appendix 2
Sport & Leisure Facility Current Package Holders

Residents																									
	Aquatic Centre			Bunnyhill			Hetton			Houghton			Seaburn			Silksworth Pool			Washington			TOTAL			
Age	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	
0 - 4	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	1
5 - 9	3	0	3	0	0	0	0	1	1	0	0	0	0	0	0	2	1	3	0	0	0	5	2	7	7
10 - 14	45	31	76	10	7	17	13	6	19	7	6	13	6	7	13	25	12	37	13	12	25	119	81	200	200
15 - 19	231	190	421	44	24	68	52	41	93	63	45	108	33	19	52	120	116	236	127	60	187	670	495	1,165	1,165
20 - 24	308	261	569	52	45	97	41	63	104	38	46	84	25	21	46	118	141	259	106	68	174	688	645	1,333	1,333
25 - 29	195	183	378	46	50	96	46	59	105	32	39	71	29	17	46	80	134	214	72	66	138	500	548	1,048	1,048
30 - 34	122	117	239	38	44	82	28	45	73	35	51	86	26	14	40	72	98	170	85	60	145	406	429	835	835
35 - 39	78	86	164	15	26	41	22	35	57	23	34	57	20	19	39	46	84	130	39	37	76	243	321	564	564
40 - 44	115	89	204	20	32	52	32	35	67	25	41	66	19	12	31	67	87	154	40	50	90	318	346	664	664
45 - 49	81	105	186	19	29	48	22	28	50	25	41	66	15	24	39	69	96	165	40	47	87	271	370	641	641
50 - 54	64	66	130	14	16	30	20	18	38	22	25	47	15	15	30	58	82	140	36	41	77	229	263	492	492
55 - 59	44	44	88	19	7	26	14	17	31	14	28	42	20	17	37	41	58	99	27	30	57	179	201	380	380
60 - 64	46	49	95	16	12	28	20	28	48	26	30	56	19	15	34	44	61	105	47	45	92	218	240	458	458
65 - 69	65	43	108	17	11	28	17	14	31	29	39	68	14	14	28	60	63	123	49	50	99	251	234	485	485
70 - 74	31	27	58	10	5	15	9	4	13	14	6	20	20	6	26	36	36	72	30	22	52	150	106	256	256
75 - 79	4	3	7	7	2	9	2	1	3	7	3	10	4	2	6	13	5	18	15	8	23	52	24	76	76
80 - 84	3	3	6	3	0	3	0	0	0	1	0	1	5	3	8	3	4	7	5	0	5	20	10	30	30
85 - 89	1	0	1	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	2	0	2	4	0	4	4
90+	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0	0	1	0	1	1
Total	1,436	1,298	2,734	331	310	641	338	395	733	361	434	795	271	205	476	854	1,078	1,932	733	596	1,329	4,324	4,316	8,640	8,640

Non Residents																								
	Aquatic Centre			Bunnyhill			Hetton			Houghton			Seaburn			Silksworth Pool			Washington			TOTAL		
Age	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total
0 - 4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5 - 9	0	0	0	0	0	0	2	0	2	0	0	0	0	0	0	0	0	0	0	0	0	2	0	2
10 - 14	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	0	0	0	2	0	2
15 - 19	14	10	24	1	1	2	0	2	2	0	0	0	1	0	1	0	0	0	1	0	1	17	13	30
20 - 24	9	7	16	0	1	1	6	11	17	0	2	2	1	0	1	0	1	1	1	0	1	17	22	39
25 - 29	14	12	26	0	1	1	4	4	8	1	0	1	1	0	1	1	2	3	0	1	1	21	20	41
30 - 34	9	8	17	1	0	1	4	3	7	0	3	3	1	0	1	0	2	2	1	1	2	16	17	33
35 - 39	8	8	16	2	2	4	8	3	11	0	0	0	0	0	0	0	0	0	1	0	1	19	13	32
40 - 44	7	9	16	0	2	2	4	5	9	0	0	0	0	0	0	2	2	4	1	1	2	14	19	33
45 - 49	8	4	12	0	0	0	2	12	14	0	2	2	1	0	1	2	0	2	0	1	1	13	19	32
50 - 54	2	4	6	1	0	1	5	5	10	0	1	1	1	0	1	1	0	1	0	0	0	10	10	20
55 - 59	1	4	5	0	0	0	3	8	11	0	1	1	0	1	1	1	0	1	1	0	1	6	14	20
60 - 64	5	2	7	0	0	0	5	3	8	0	1	1	1	0	1	1	1	2	0	0	0	12	7	19
65 - 69	4	1	5	0	0	0	6	4	10	0	0	0	0	0	0	0	0	0	0	0	0	10	5	15
70 - 74	2	0	2	0	0	0	2	1	3	0	0	0	0	0	0	1	0	1	3	0	3	8	1	9
75 - 79	0	0	0	0	0	0	3	0	3	0	0	0	1	1	2	0	0	0	0	0	0	4	1	5
80 - 84	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
85 - 89	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	1	0	1
90+	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	84	69	153	5	7	12	54	61	115	1	10	11	8	2	10	10	8	18	10	4	14	172	161	333

Combined Residents & Non Residents																								
	Aquatic Centre			Bunnyhill			Hetton			Houghton			Seaburn			Silksworth Pool			Washington			TOTAL		
Age	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total
0 - 4	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1
5 - 9	3	0	3	0	0	0	2	1	3	0	0	0	0	0	0	2	1	3	0	0	0	7	2	9
10 - 14	46	31	77	10	7	17	13	6	19	7	6	13	6	7	13	26	12	38	13	12	25	121	81	202
15 - 19	245	200	445	45	25	70	52	43	95	63	45	108	34	19	53	120	116	236	128	60	188	687	508	1,195
20 - 24	317	268	585	52	46	98	47	74	121	38	48	86	26	21	47	118	142	260	107	68	175	705	667	1,372
25 - 29	209	195	404	46	51	97	50	63	113	33	39	72	30	17	47	81	136	217	72	67	139	521	568	1,089
30 - 34	131	125	256	39	44	83	32	48	80	35	54	89	27	14	41	72	100	172	86	61	147	422	446	868
35 - 39	86	94	180	17	28	45	30	38	68	23	34	57	20	19	39	46	84	130	40	37	77	262	334	596
40 - 44	122	98	220	20	34	54	36	40	76	25	41	66	19	12	31	69	89	158	41	51	92	332	365	697
45 - 49	89	109	198	19	29	48	24	40	64	25	43	68	16	24	40	71	96	167	40	48	88	284	389	673
50 - 54	66	70	136	15	16	31	25	23	48	22	26	48	16	15	31	59	82	141	36	41	77	239	273	512
55 - 59	45	48	93	19	7	26	17	25	42	14	29	43	20	18	38	42	58	100	28	30	58	185	215	400
60 - 64	51	51	102	16	12	28	25	31	56	26	31	57	20	15	35	45	62	107	47	45	92	230	247	477
65 - 69	69	44	113	17	11	28	23	18	41	29	39	68	14	14	28	60	63	123	49	50	99	261	239	500
70 - 74	33	27	60	10	5	15	11	5	16	14	6	20	20	6	26	37	36	73	33	22	55	158	107	265
75 - 79	4	3	7	7	2	9	5	1	6	7	3	10	5	3	8	13	5	18	15	8	23	56	25	81
80 - 84	3	3	6	3	0	3	0	0	0	1	0	1	5	3	8	3	4	7	5	0	5	20	10	30
85 - 89	1	0	1	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	3	0	3	5	0	5
90+	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0	0	1	0	1
Total	1,520	1,367	2,887	336	317	653	392	456	848	362	444	806	279	207	486	864	1,086	1,950	743	600	1,343	4,496	4,477	8,973

Appendix 3
Sports Centre Lifecard Holders

Residents																														
	Aquatic Centre			Bunnyhill			Crowtree			Hetton			Houghton			Seaburn			Silksworth Pool			Silksworth Ski Slope			Washington			TOTAL		
Age	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total
0 - 4	686	600	1,286	4	4	8	29	18	47	105	120	225	66	78	144	2	3	5	472	446	918	10	7	17	166	124	290	1,540	1,400	2,940
5 - 9	805	806	1,611	8	9	17	98	115	213	281	295	576	138	207	345	7	2	9	563	535	1,098	101	57	158	512	622	1,134	2,513	2,648	5,161
10 - 14	530	503	1,033	15	18	33	69	87	156	148	147	295	66	98	164	3	4	7	263	237	500	195	130	325	349	368	717	1,638	1,592	3,230
15 - 19	237	256	493	9	12	21	13	17	30	50	47	97	19	37	56	6	7	13	98	124	222	91	68	159	111	176	287	634	744	1,378
20 - 24	206	242	448	6	21	27	3	3	6	11	48	59	9	19	28	3	6	9	56	94	150	72	43	115	53	100	153	419	576	995
25 - 29	105	135	240	7	18	25	0	2	2	21	50	71	9	28	37	10	10	20	45	113	158	40	31	71	48	118	166	285	505	790
30 - 34	76	136	212	6	25	31	5	9	14	16	68	84	20	31	51	4	9	13	58	116	174	42	25	67	49	151	200	276	570	846
35 - 39	75	129	204	7	11	18	7	11	18	21	49	70	13	17	30	7	5	12	61	109	170	28	35	63	52	127	179	271	493	764
40 - 44	92	119	211	11	12	23	4	8	12	26	49	75	5	39	44	6	19	25	81	121	202	57	31	88	58	132	190	340	530	870
45 - 49	75	108	183	8	14	22	6	7	13	26	42	68	22	40	62	8	17	25	64	100	164	44	23	67	58	99	157	311	450	761
50 - 54	65	86	151	8	18	26	3	4	7	15	37	52	20	21	41	7	13	20	62	110	172	18	11	29	52	85	137	250	385	635
55 - 59	49	66	115	8	9	17	9	7	16	22	32	54	19	26	45	7	15	22	57	100	157	11	5	16	54	90	144	236	350	586
60 - 64	66	100	166	5	7	12	9	10	19	29	59	88	22	28	50	7	11	18	61	150	211	3	2	5	62	159	221	264	526	790
65 - 69	93	111	204	7	8	15	20	23	43	38	43	81	26	30	56	14	13	27	77	99	176	1	1	2	79	124	203	355	452	807
70 - 74	46	47	93	2	7	9	8	26	34	22	19	41	18	16	34	13	14	27	28	56	84	1	1	2	38	55	93	176	241	417
75 - 79	24	14	38	3	1	4	14	22	36	8	11	19	5	10	15	4	7	11	24	28	52	1	0	1	28	32	60	111	125	236
80 - 84	11	4	15	1	0	1	4	6	10	2	1	3	7	1	8	6	4	10	10	10	20	0	0	0	14	10	24	55	36	91
85 - 89	3	1	4	0	0	0	0	1	1	0	0	0	1	0	1	2	1	3	1	0	1	0	0	0	2	3	5	9	6	15
90+	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	0	0	0	1	0	1	1	1	2
Total	3,244	3,463	6,707	115	194	309	301	376	677	841	1,117	1,958	485	726	1,211	116	160	276	2,081	2,549	4,630	715	470	1,185	1,786	2,575	4,361	9,684	11,630	21,314

Non Residents

Age	Aquatic Centre			Bunnyhill			Crowtree			Hetton			Houghton			Seaburn			Silksworth Pool			Silksworth Ski Slope			Washington			TOTAL			
	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	
0 - 4	47	45	92	1	0	1	1	0	1	50	66	116	0	12	12	0	1	1	12	9	21	7	3	10	13	7	20	131	143	274	
5 - 9	97	90	187	0	0	0	1	1	2	146	114	260	16	13	29	0	0	0	17	16	33	44	49	93	18	21	39	339	304	643	
10 - 14	51	36	87	0	0	0	1	1	2	19	14	33	0	9	9	0	0	0	27	16	43	116	91	207	8	3	11	222	170	392	
15 - 19	20	19	39	0	0	0	0	0	0	1	9	10	0	0	0	0	0	0	6	1	7	37	19	56	1	1	2	65	49	114	
20 - 24	13	18	31	0	0	0	0	0	0	3	6	9	0	0	0	0	0	0	3	1	4	1	0	1	1	0	1	21	25	46	
25 - 29	12	12	24	0	0	0	0	0	0	2	9	11	0	0	0	1	0	1	6	2	8	1	0	1	3	2	5	25	25	50	
30 - 34	16	16	32	0	1	1	0	0	0	6	15	21	1	1	2	0	0	0	4	3	7	0	2	2	4	4	8	31	42	73	
35 - 39	10	10	20	0	0	0	0	0	0	11	12	23	1	0	1	0	0	0	9	1	10	1	0	1	1	3	4	33	26	59	
40 - 44	14	11	25	0	0	0	0	0	0	4	6	10	0	2	2	0	1	1	7	2	9	0	3	3	2	4	6	27	29	56	
45 - 49	10	6	16	0	0	0	0	0	0	8	9	17	0	2	2	0	0	0	9	2	11	1	2	3	6	2	8	34	23	57	
50 - 54	7	14	21	0	1	1	0	0	0	2	9	11	0	0	0	0	0	0	4	2	6	1	0	1	3	1	4	17	27	44	
55 - 59	7	10	17	0	0	0	0	0	0	4	9	13	0	0	0	1	0	1	4	6	10	0	0	0	0	0	0	16	25	41	
60 - 64	12	14	26	0	0	0	0	1	1	10	23	33	0	0	0	0	1	1	6	3	9	0	0	0	1	3	4	29	45	74	
65 - 69	18	17	35	0	0	0	0	0	0	19	22	41	1	4	5	0	1	1	9	4	13	1	1	2	0	6	6	48	55	103	
70 - 74	3	9	12	0	0	0	0	0	0	4	3	7	2	1	3	0	0	0	2	0	2	0	0	0	0	4	4	11	17	28	
75 - 79	5	5	10	0	0	0	0	0	0	4	1	5	1	0	1	0	0	0	1	1	2	0	0	0	1	0	1	12	7	19	
80 - 84	2	1	3	0	0	0	0	0	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	2	5	1	6
85 - 89	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	
90+	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0	0	1	0	1	
Total	344	334	678	1	2	3	3	3	6	294	327	621	22	44	66	2	4	6	127	69	196	210	170	380	64	61	125	1,067	1,014	2,081	

Combined Residents & Non Residents

	Aquatic Centre			Bunnyhill			Crowtree			Hetton			Houghton			Seaburn			Silksworth Pool			Silksworth Ski Slope			Washington			TOTAL		
Age	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total
0 - 4	733	645	1,378	5	4	9	30	18	48	155	186	341	66	90	156	2	4	6	484	455	939	17	10	27	179	131	310	1,671	1,543	3,214
5 - 9	902	896	1,798	8	9	17	99	116	215	427	409	836	154	220	374	7	2	9	580	551	1,131	145	106	251	530	643	1,173	2,852	2,952	5,804
10 - 14	581	539	1,120	15	18	33	70	88	158	167	161	328	66	107	173	3	4	7	290	253	543	311	221	532	357	371	728	1,860	1,762	3,622
15 - 19	257	275	532	9	12	21	13	17	30	51	56	107	19	37	56	6	7	13	104	125	229	128	87	215	112	177	289	699	793	1,492
20 - 24	219	260	479	6	21	27	3	3	6	14	54	68	9	19	28	3	6	9	59	95	154	73	43	116	54	100	154	440	601	1,041
25 - 29	117	147	264	7	18	25	0	2	2	23	59	82	9	28	37	11	10	21	51	115	166	41	31	72	51	120	171	310	530	840
30 - 34	92	152	244	6	26	32	5	9	14	22	83	105	21	32	53	4	9	13	62	119	181	42	27	69	53	155	208	307	612	919
35 - 39	85	139	224	7	11	18	7	11	18	32	61	93	14	17	31	7	5	12	70	110	180	29	35	64	53	130	183	304	519	823
40 - 44	106	130	236	11	12	23	4	8	12	30	55	85	5	41	46	6	20	26	88	123	211	57	34	91	60	136	196	367	559	926
45 - 49	85	114	199	8	14	22	6	7	13	34	51	85	22	42	64	8	17	25	73	102	175	45	25	70	64	101	165	345	473	818
50 - 54	72	100	172	8	19	27	3	4	7	17	46	63	20	21	41	7	13	20	66	112	178	19	11	30	55	86	141	267	412	679
55 - 59	56	76	132	8	9	17	9	7	16	26	41	67	19	26	45	8	15	23	61	106	167	11	5	16	54	90	144	252	375	627
60 - 64	78	114	192	5	7	12	9	11	20	39	82	121	22	28	50	7	12	19	67	153	220	3	2	5	63	162	225	293	571	864
65 - 69	111	128	239	7	8	15	20	23	43	57	65	122	27	34	61	14	14	28	86	103	189	2	2	4	79	130	209	403	507	910
70 - 74	49	56	105	2	7	9	8	26	34	26	22	48	20	17	37	13	14	27	30	56	86	1	1	2	38	59	97	187	258	445
75 - 79	29	19	48	3	1	4	14	22	36	12	12	24	6	10	16	4	7	11	25	29	54	1	0	1	29	32	61	123	132	255
80 - 84	13	5	18	1	0	1	4	6	10	3	1	4	7	1	8	6	4	10	10	10	20	0	0	0	16	10	26	60	37	97
85 - 89	3	2	5	0	0	0	0	1	1	0	0	0	1	0	1	2	1	3	1	0	1	0	0	0	2	3	5	9	7	16
90+	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	2	0	0	0	1	0	1	2	1	3
Total	3,588	3,797	7,385	116	196	312	304	379	683	1,135	1,444	2,579	507	770	1,277	118	164	282	2,208	2,618	4,826	925	640	1,565	1,850	2,636	4,486	10,751	12,644	23,395

Appendix 4
National Benchmarking Survey

	Aquatic		Hetton		Silksworth		Washington	
	Centre Score	Industry Ave	Centre Score	Industry Ave	Centre Score	Industry Ave	Centre Score	Industry Ave
Activity available at convenient times	4.67	4.58	4.64	4.58	4.41	4.58	4.4	4.5
Ease of booking	4.61	4.5	4.55	4.5	4.34	4.5	4.37	4.31
Activity charge/fee	4.46	4.24	4.33	4.24	4.24	4.24	4.06	4.2
Range of activities	4.64	4.35	4.49	4.35	4.36	4.35	4.24	4.34
Quality of flooring in sports hall							3.42	4.16
Quality of lighting in sports hall							3.78	4.07
Quality of equipment	4.58	4.38	4.57	4.38	4.27	4.38	3.79	4.3
Water quality in swimming pool	4.43	4.42	4.56	4.42	4.38	4.42	4.09	4.29
Water temperature in swimming pool	4.02	4.27	4.33	4.27	4.25	4.27	3.98	4.07
Cleanliness of changing areas	4.19	4.12	4.5	4.12	4.26	4.12	3.78	4.03
Cleanliness of activity spaces	4.49	4.33	4.53	4.33	4.2	4.33	3.91	4.22
Helpfulness of reception staff	4.57	4.55	4.64	4.55	4.81	4.55	4.6	4.42
Helpfulness of other staff	4.69	4.52	4.66	4.52	4.77	4.52	4.55	4.42
Standard of coaching/instruction	4.61	4.65	4.61	4.65	4.81	4.65	4.75	4.5
Value for money of activities	4.55	4.34	4.31	4.34	4.37	4.34	4.1	4.27
Overall satisfaction	4.6	4.48	4.55	4.48	4.47	4.48	4.16	4.35
Total (Net score)	63.11	61.73	63.27	61.73	61.94	61.73	65.98	68.45
	1.38		1.54		0.21		-2.47	

**Appendix 5
Socio Economic Status of Users**

Socio-economic Group

	Aquatic Centre	Hetton	Silksworth	Washington	Ave. 4 Pools
1 & 2 Higher & Lower Professional / Managerial	42.1%	53.2%	65.9%	41.2%	50.6%
3 Intermediate occupations	21.8%	22.9%	10.2%	23.5%	19.6%
4 Small employers & self employed	8.3%	5.5%	3.4%	4.2%	5.4%
5 Lower supervisory & technical	12.8%	5.0%	10.2%	11.5%	9.9%
6 & 7 Semi routine / Routine occupations	15.0%	13.3%	10.2%	19.6%	14.5%

**Appendix 6
Sports Centre Users, House Types and Socio Economic Data**

Chart identifies Sport & Leisure facilities centre users compared to overall Sunderland residents. Table is broken down into socio-economic groups by analysing mosaic profiles.

Group Code	Group Type	Total Houses within Sunderland	% Group Type by Total Houses	Aquatic Centre	Aquatic Centre Percentage	Hetton	Hetton Percentage	Silksworth Pool	Silksworth Pool Percentage	Washington Leisure Centre	Washington Leisure Centre Percentage	Total All Centres	Total All Centres Percentage
1	Residents of isolated rural communities	500	0.4%	0	0.0%	1	0.6%	0	0.0%	1	0.4%	2	0.3%
2	Residents of small and mid-sized towns with strong local roots	4961	4.0%	5	3.7%	11	6.3%	3	3.3%	14	6.2%	33	5.3%
3	Wealthy people living in the most sought after neighbourhoods	866	0.7%	1	0.7%	0	0.0%	5	5.5%	3	1.3%	9	1.4%
4	Successful professionals living in suburban or semi-rural homes	4692	3.8%	8	6.0%	11	6.3%	12	13.2%	20	8.9%	51	8.1%
5	Middle income families living in moderate suburban semis	14044	11.4%	21	15.7%	21	11.9%	26	28.6%	37	16.4%	105	16.8%
6	Couples with young children in comfortable modern housing	4008	3.2%	2	1.5%	21	11.9%	4	4.4%	17	7.6%	44	7.0%
7	Young, well-educated city dwellers	4623	3.7%	10	7.5%	0	0.0%	2	2.2%	0	0.0%	12	1.9%
8	Couples and young singles in small modern starter homes	3299	2.7%	3	2.2%	3	1.7%	1	1.1%	6	2.7%	13	2.1%
9	Lower income workers in urban terraces in often diverse areas	12021	9.7%	13	9.7%	6	3.4%	0	0.0%	16	7.1%	35	5.6%
10	Owner occupiers in older-style housing in ex-industrial areas	10612	8.6%	11	8.2%	26	14.8%	6	6.6%	17	7.6%	60	9.6%
11	Residents with sufficient incomes in right-to-buy social houses	26883	21.8%	19	14.2%	42	23.9%	10	11.0%	53	23.6%	124	19.8%
12	Active elderly people living in pleasant retirement locations	2833	2.3%	3	2.2%	5	2.8%	6	6.6%	6	2.7%	20	3.2%
13	Elderly people reliant on state support	10724	8.7%	15	11.2%	11	6.3%	7	7.7%	11	4.9%	44	7.0%
14	Young people renting flats in high density social housing	4049	3.3%	1	0.7%	0	0.0%	3	3.3%	4	1.8%	8	1.3%
15	Families in low-rise social housing with high levels of benefit need	19397	15.7%	22	16.4%	18	10.2%	6	6.6%	20	8.9%	66	10.5%
		123512		134		176		91		225		626	