

**COUNCIL**

**27 JANUARY 2016**

**Revenue Budget and Proposed Council Tax for 2016/2017 and Medium Term Financial Strategy 2016/2017 to 2018/2019**

**Supplementary information in support of Appendix 3: Proposals for Reductions 2016/2017 and 2017/2018 completed Equality Analyses**

Please note: references on Equality Analyses refer to Appendix 3 within Cabinet report

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### 3.05 Sunderland Parking Plan



#### EQUALITY ANALYSIS

**Name of Policy/Design/Decision/Project/Activity:**  
Sunderland Parking Plan 2014 to 2020

<b>Equality Analysis completed by:</b> Julie Tunstall	<b>Responsible Officer:</b> Mark Jackson
<b>Job Title:</b> Network Parking Manager	<b>Job Title:</b> Head of Infrastructure and Transportation
<b>Date:</b> 2 <sup>nd</sup> December 2015	<b>Date:</b> 2 <sup>nd</sup> December 2015

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

**Is it:** New (X) Changing/Being Reviewed ( ) Other ( )

#### 1. Purpose and Scope

##### Purpose

In this section briefly outline what policy, decision or activity is, what the intended outcomes/benefits (linked to 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 Parking Plan as regards its potential impact on future parking provision and management in the City.

The Parking Plan 2014-2020 identifies the approach that the Council will take to parking provision and management during the course of the next 6 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 plan 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 models of transport in the City. The Parking Plan will inform 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 plan will support achievement of the aims and objectives 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 Plan. Specific groups and organisations likely to be affected include local businesses, local traders, transport operators, charities / 3<sup>rd</sup> 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 review our car parking strategy to determine how car parking arrangements can support economic growth particularly in the City Centre to increase use of Council car parks.
- Sunderland City Councils 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 Annual Report 2011- 2014/2015
- 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 benefits 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 or areas of high deprivation).

Council Staff – any changes to policy in respect of employee parking may impact on staff. There are changes 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 / Traders’ – 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 and areas where the current information is not complete enough to take a decision. Addressing the gap should be covered in the action plan.

Service improvements emerging from the priorities identified in the Parking Plan 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 Plan 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 Plan priorities will be subject to a separate Equality Impact Analysis where appropriate.

**Policy/Decision/Project/Activity Title:**

Sunderland Parking Plan 2014 to 2020

**Responsible Officer:** Head of Infrastructure and Transportation

### 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 Plan will potentially impact on all those who live, work or visit the City of Sunderland. The plan 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 implication, 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
Use information from Traffic Regulation Order consultation to inform development of service improvements that support the delivery of Parking Plan 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 Plan priorities will be subject to an Equality Impact Analysis where appropriate.	Network Management	On going	<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>



### 3.6 Highways Maintenance - Review and Reduction of Maintenance Programmes



#### EQUALITY ANALYSIS

Please refer to Part 2 of the Equality Analysis Guidance

**Name of Policy/Decision/Project/Activity:**  
Review and reduction of maintenance programmes on highways, footpaths, public rights of way, coastal protection, bridges and structures

Date: 22/12/2015

Version Number:1

Equality Analysis completed by:  
Name/Job title:  
Martin Forster / Technician

Responsible Officer or Group:  
Name/Job title:  
Graham Carr

Is the Activity:  
New/Proposed ( )      Changing/Being Reviewed (✓)      Other ( )

# 1. Purpose and scope

## Purpose

In this section outline briefly:

- what the policy, decision or activity is and what the intended outcomes/benefits are (linked to the Corporate Outcomes Framework)
- over what period of time the outcomes will be achieved
- why it needs to be implemented or revised
- what populations are affected by the proposal
- who is expected to benefit and how, i.e. young people, older people, carers, BME groups, ward areas/communities, etc.
- whether there are any overlaps with regional, sub-regional, national priorities.

Savings relate to a review and reduction of maintenance programmes on highways, footpaths, public rights of way, coastal protection, bridges and structures. These are linked to Corporate outcomes *A Well Connected City (Place)* and *A prosperous and well connected waterfront city centre (Economy)*

This refers to the financial period for 2016/2020

These proposals have been made in response to a reduced level of capital funding

The main stakeholders and beneficiaries of this service are:

- All road users, motorised and non-motorised
- Organisations representing different users, for example cycling groups
- The city's main bus companies and road haulage companies
- Other local partnerships
- Residents
- Business users
- Emergency services
- Visitors to the city

There are no expected service benefits from this proposal, the intention is to maintain service level as much as possible within the constraints of the proposed reduction in funding. Essential works are to be protected as much as possible, works deemed to be less essential will be given a lower priority, and may not be undertaken.

## Intelligence and Information

Please describe:

- 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)
- **What the information is telling you** – this should be broken down by each of the protected characteristics or other identified groups which could be disadvantaged.

Nationally, the top three highways related priorities for the public are the condition of Roads, pavements and the safety of roads and the public also say the areas in most need of improvement are the condition of the roads and pavements. Any budget reduction would increase the shortfall in fulfilling customer expectations. (National Highways and transportation Public Satisfaction Survey 2014)

The North East Residents survey October 2012 showed around four in ten are actively dissatisfied with road and pavement maintenance (37% and 42% respectively), and over half are dissatisfied with the maintenance of these in the winter (52%). Respondents are as likely to be dissatisfied with road and pavement maintenance as they are satisfied (around two in five each), and dissatisfaction with winter maintenance (e.g. clearing snow and ice) is actually higher than satisfaction (52% vs. 26%).

The main groups identified as being at risk are the elderly, the very young, users of pushchairs and wheelchairs, and people suffering from physical and visual disabilities. A reduction in highway and footpath maintenance could impede users when walking on footpaths or crossing roads. Visually impaired users are also likely to be affected by poorly maintained footpaths. A reduction in drainage maintenance and minor works means a greater likelihood of flooding on roads, footways and subways which affects all highway users. Those with disabilities are more likely to be adversely affected by surface water flooding.

Some schemes which may now need to be cancelled may have included the opportunity to provide dropped kerbs and crossings which would impact on:

- pushchair users
- those with a disability

Other protected groups will be affected to the same degree as all other members of the public.

### **Gaps in intelligence and information**

Having analysed the information available to you:

- are there any gaps in intelligence or areas where understanding needs to be improved? Please describe what these are and what actions you intend to take to obtain/improve the information. These actions should be covered in the action plan.
- are there any groups who should be expected to benefit who do not? Please describe why not and whether you will amend the decision to change this outcome. This should also be covered in the action plan.

No gaps have been identified

No groups who should be expected to benefit have been identified as not doing so. No individual groups have been identified as benefitting.

### **Additional Impacts**

The policy or action may also have an impact on other groups or individuals which are not covered by 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)

Highway condition deteriorating, could lead to increased complaints and claims, and a drop in performance indicator scores.

Reduction in maintenance budget could lead to loss in employment, Sunderland as a whole already has unemployment levels above the national average

## 2. Analysis of impact on people

In this section you must **review the intelligence described above and summarise 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, neutral or negative impacts on the specific groups below. Please note that any negative impacts should have a corresponding action in the action plan in the page 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			✓
Disability			✓
Gender/Sex		✓	
Marriage & Civil Partnership		✓	
Pregnancy and maternity			✓
Race/Ethnicity		✓	
Religion/belief		✓	
Sexual Orientation		✓	
Trans-gender/ gender identity		✓	

**Please add any additional groups mentioned in “additional impacts” above to this table.**

### 3. 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 ( )
- Stop ( )

#### Action Plan

ACTION	WHO	WHEN	MONITORING ARRANGEMENTS
Review Highway Inspection code of practice	Highway Asset Manager	Before Implementation	Report on increase in claims after 12 months

### 3.7 Bereavement Services Fees and Charges



#### EQUALITY ANALYSIS

You must complete this in conjunction with reading Equality Analysis Guidance

**Name of Policy/Decision/Project/Activity: Fees and Charges Review Bereavement Services 2016/17**

Date:22/12/2015

Version Number:4

Equality Analysis completed by:

Name/Job title :Karen Lounton - Bereavement and Registration Services Manager

Responsible Officer or Group:

Name/Job title: Colin Curtis- Assistant Head of Place Management

Is the Activity:

New/Proposed ( )      Changing/Being Reviewed ( \* )      Other ( )

# 1. Purpose and scope

## Purpose

In this section outline briefly:

- what the policy, decision or activity is and what the intended outcomes/benefits are (linked to the Corporate Outcomes Framework)
- over what period of time the outcomes will be achieved
- why it needs to be implemented or revised
- what populations are affected by the proposal
- who is expected to benefit and how, i.e. young people, older people, carers, BME groups, ward areas/communities, etc
- whether there are any overlaps with regional, sub-regional, national priorities.

To review the fees and charges connected with burial and cremation for the financial year 2016/17. An overall increase of 5% in fees is proposed.

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 Analysis

Please describe:

- 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)
- **What the information is telling you** – this should be broken down by each of the protected characteristics or other identified groups which could be disadvantaged. Each of the aims of the equality act should be considered in relation to each of the protected characteristics.

The sources of information used include the following;

Experience and knowledge from the current Bereavement Services management team and best practice sharing with other authorities:

Costs of service provision in Sunderland are less than the average for the northeast area.

In the main burial, cremation and related fees are covered by the estates of adults. Bereavement Services continue to provide for Contract Funerals, with dedicated times daily in the cremation and burial diaries to accommodate such requests in the form of a bereavement payment to families by DWP who are deemed to be in hardship. There is anecdotal evidence of an increasing number of claims for DWP support nationally. The decision to increase fees by 5% does not introduce significant positive or negative impacts on any of the 7 groups.

## Gaps in intelligence and information

Having analysed the information available to you:



- are there any gaps in intelligence or areas where understanding needs to be improved? Please describe what these are and what actions you intend to take to obtain/improve the information. These actions should be covered in the action plan.
- are there any groups who should be expected to benefit who do not? Please describe why not and whether you will amend the decision to change this outcome. This should also be covered in the action plan.

There are no gaps in the information.

### **Additional Impacts**

The policy or action may also have an impact on other groups or individuals which are not covered by 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)

Low Income families or those in poverty-Bereavement Services continue to provide for Contract Funerals, with dedicated times established daily in the cremation and burial diaries to accommodate such requests. A Sunderland firm currently holds 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 qualify for the allowance. More families may need to rely on the DWP for support in the future, however it is anticipated that these increases will be low, and possibly could increase regardless of the proposed 5% increase in any event due to current economic climate.

## 2. Analysis of impact on people

In this section you must **review the intelligence described above and summarise 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, neutral or negative impacts on the specific groups below. Please note that any negative impacts should have a corresponding action in the action plan in the page 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.

**Each of these aims must be summarised in turn in relation to the groups outlined below.**

Characteristic	List of Impacts		
	Positive	Neutral	Negative
Age		No impacts are anticipated.	
Disability		No Impacts are anticipated.	
Gender/Sex			
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.	
Non Residents	The proposed freezing of the 'out of area' fee which is currently 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.		
Low Income families or those in poverty		Bereavement Services continue to provide for Contract Funerals, with dedicated times established daily in the cremation and burial diaries to accommodate such requests. A Sunderland firm currently holds 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 quality for the allowance.	

Please add any additional groups mentioned in “additional impacts” above to this table.

### 3. 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 ( )

Stop

( )

### Action Plan

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.	Assistant Head of Place Management Bereavement and Registration Services Manager	May and November	Six monthly at Bereavement Services 'Professional Client' meeting.

### 3.8a Security Services – Parks Arrangements



#### EQUALITY ANALYSIS

You must complete this in conjunction with reading Equality Analysis Guidance

<b><u>Name of Policy/Decision/Project/Activity:</u></b> Review of Parks opening and security arrangements
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Date:22/12/2015
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Version Number: 4
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Equality Analysis completed by:  Name/Job title: Stephen Eagling – Emergency Planning and Security Manager
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Responsible Officer or Group:  Name/Job title: Stephen Eagling – Emergency Planning and Security Manager
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Is the Activity:  New/Proposed ( )      Changing/Being Reviewed (X)      Other ( )
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# 1. Purpose and scope

## Purpose

In this section outline briefly:

- what the policy, decision or activity is and what the intended outcomes/benefits are (linked to the Corporate Outcomes Framework)
- over what period of time the outcomes will be achieved
- why it needs to be implemented or revised
- what populations are affected by the proposal
- who is expected to benefit and how, i.e. young people, older people, carers, BME groups, ward areas/communities, etc
- whether there are any overlaps with regional, sub-regional, national priorities.

The proposed changes revolve around 2 key aspects:

- I. Creating a 24/7 Open Park Policy for all Council owned parks and cemeteries.
- II. Removal of the Park Warden service which operates in Mowbray Park, Barnes Park and also has a mobile provision which covers all of the other Council owned parks.

The proposals are purely to contribute to the Council's 2020 efficiency savings targets and it is proposed that the changes above will be implemented from 01/04/2016 subject to Council approval.

The proposals will have a universal impact on all people who visit or pass through the Council's Parks

## Intelligence and Analysis

Please describe:

- 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)
- **What the information is telling you** – this should be broken down by each of the protected characteristics or other identified groups which could be disadvantaged. Each of the aims of the equality act should be considered in relation to each of the protected characteristics.

The vast majority of anti-social behaviour \ criminal incidents are recorded as taking place during the hours of darkness when the Warden is not present.

## Gaps in intelligence and information

Having analysed the information available to you:

- are there any gaps in intelligence or areas where understanding needs to be improved? Please describe what these are and what actions you intend to take to obtain/improve the information. These actions should be covered in the action plan.
- are there any groups who should be expected to benefit who do not? Please describe why not and whether you will amend the decision to change this outcome. This should also be covered in the action plan.

The service area is unaware of other Councils that operate a similar warden scheme.

### Additional Impacts

The policy or action may also have an impact on other groups or individuals which are not covered by 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)

None

## 2. Analysis of impact on people

In this section you must **review the intelligence described above and summarise 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, neutral or negative impacts on the specific groups below. Please note that any negative impacts should have a corresponding action in the action plan in the page 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.

**Each of these aims must be summarised in turn in relation to the groups outlined below.**

Characteristic	List of Impacts		
	Positive	Neutral	Negative
Age		users may feel more vulnerable using the parks	

Disability		users may feel more vulnerable using the parks	
Gender/Sex		users may feel more vulnerable using the parks	
Marriage & Civil Partnership		users may feel more vulnerable using the parks	
Pregnancy and maternity		users may feel more vulnerable using the parks	
Race/Ethnicity		users may feel more vulnerable using the parks	
Religion/belief		users may feel more vulnerable using the parks	
Sexual Orientation		users may feel more vulnerable using the parks	
Gender identity		users may feel more vulnerable using the parks	

Please add any additional groups mentioned in “additional impacts” above to this table.

### 3. 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**

<b>ACTION</b>	<b>WHO</b>	<b>WHEN</b>	<b>MONITORING ARRANGEMENTS</b>
Consult with Partner Agencies	Steve Eagling	LMAPS Meetings	LMAPS
Consider a Communications campaign prior to implementation advising the public on new arrangements and also advising on safety if using the park during the hours of darkness.	Steve Eagling	March 2016	LMAPS

### 3.8b Security Services – Removal of Taxi Marshalls



#### EQUALITY ANALYSIS

You must complete this in conjunction with reading Equality Analysis Guidance

<b><u>Name of Policy/Decision/Project/Activity:</u></b> Removal of Taxi Marshall arrangements within the City Centre.
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Date: 22/12/2015
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Version Number: V5
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Equality Analysis completed by: Stephen Eagling Name/Job title: Emergency Planning & Security Manager
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Responsible Officer or Group: Stephen Eagling - Emergency Planning & Security Manager
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Is the Activity: New/Proposed ( )      Changing/Being Reviewed (X)      Other ( )
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# 1. Purpose and scope

## Purpose

In this section outline briefly:

- what the policy, decision or activity is and what the intended outcomes/benefits are (linked to the Corporate Outcomes Framework)
- over what period of time the outcomes will be achieved
- why it needs to be implemented or revised
- what populations are affected by the proposal
- who is expected to benefit and how, i.e. young people, older people, carers, BME groups, ward areas/communities, etc.
- whether there are any overlaps with regional, sub-regional, national priorities.

The Council has funded the provision of a Taxi Marshall service for a number of years covering Friday Saturday and Monday nights across a number of key taxi rank locations in the City Centre. In 2005 an initiative was introduced whereby taxi ranks were covered by Northumbria Police officers and was funded by SCC. In 2008 the service was reviewed and it was decided that to reduce costs and free up valuable Police Officers time a taxi marshal service contract tender exercise be carried out and a successful contractor be awarded a contract. Whilst the service has been considered as contributing to mitigating crime, disorder and fear of crime for users of the taxi services within the City Centre, it is not reasonable for the Council to continue providing this service unsupported when the Police and the Taxi trade are also key beneficiaries in addition to the public.

It is proposed that from 01/04/2017, subject to Council approval, that the Taxi Marshall service will cease to be funded by the Council, and in effect will cease to operate unless alternative funding from other external organisations is forthcoming.

The proposals are purely to contribute to the Council's 2020 efficiency savings targets, and will have a universal impact on all people who use taxi facilities on the nights where the Taxi Marshalls have been in operation.

## Intelligence and Analysis

Please describe:

- 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)
- **What the information is telling you** – this should be broken down by each of the protected characteristics or other identified groups which could be disadvantaged. Each of the aims of the equality act should be considered in relation to each of the protected characteristics.

The Taxi Marshalls complete incident logs as and when incidents occur, however this information is limited as there are very few incidents reported. Analysis of the log shows that the main incidents relate to males fighting or abusing each other.

## Gaps in intelligence and information

Having analysed the information available to you:

- are there any gaps in intelligence or areas where understanding needs to be improved? Please describe what these are and what actions you intend to take to obtain/improve the information. These actions should be covered in the action plan.
- are there any groups who should be expected to benefit who do not? Please describe why not and whether you will amend the decision to change this outcome. This should also be covered in the action plan.

Although Police statistics will show levels of crime, they do not readily identify whether the crime takes place in the vicinity of the ranks . The information available also aggregate incidents relating to public houses and in the streets to particular streets, therefore there are gaps in the data required to definitively identify the impact of taxi marshall service on protected groups

## Additional Impacts

The policy or action may also have an impact on other groups or individuals which are not covered by 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 Police and Taxi Providers are also key beneficiaries of the service as well as users of the night times economy.

## 2. Analysis of impact on people

In this section you must **review the intelligence described above and summarise 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, neutral or negative impacts on the specific groups below. Please note that any negative impacts should have a corresponding action in the action plan in the page 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.

**Each of these aims must be summarised in turn in relation to the groups outlined below.**

Characteristic	List of Impacts		
	Positive	Neutral	Negative

Age		All people using the taxi ranks may feel less safe if the service is removed.	
Disability		All people using the taxi ranks may feel less safe if the service is removed.	
Gender/Sex		All people using the taxi ranks may feel less safe if the service is removed.	
Marriage & Civil Partnership		All people using the taxi ranks may feel less safe if the service is removed.	
Pregnancy and maternity		All people using the taxi ranks may feel less safe if the service is removed.	
Race/Ethnicity		All people using the taxi ranks may feel less safe if the service is removed.	
Religion/belief		All people using the taxi ranks may feel less safe if the service is removed.	
Sexual Orientation		All people using the taxi ranks may feel less safe if the service is removed.	
Gender identity		All people using the taxi ranks may feel less safe if the service is removed.	

Please add any additional groups mentioned in “additional impacts” above to this table.

### 3. 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**

<b>ACTION</b>	<b>WHO</b>	<b>WHEN</b>	<b>MONITORING ARRANGEMENTS</b>
Consult with partner organisations such as BID \ University \ Traders Groups \ Taxi Companies and Police over any funding contributions they would make to maintain the service.	Stephen Eagling	February 16– January 2017	

### 3.8c Security Services – Review of CCTV and Alarms



#### EQUALITY ANALYSIS

You must complete this in conjunction with reading Equality Analysis Guidance

**Name of Policy/Decision/Project/Activity:**

Review of CCTV and Alarms monitoring arrangements.

Date: 22/12/2015

Version Number: V4

Equality Analysis completed by:

Name/Job title: Stephen Eagling – Emergency Planning and Security Manager

Responsible Officer or Group:

Stephen Eagling – Emergency Planning and Security Manager

Is the Activity:

New/Proposed ( )

Changing/Being Reviewed (X)

Other ( )

# 1. Purpose and scope

## Purpose

In this section outline briefly:

- what the policy, decision or activity is and what the intended outcomes/benefits are (linked to the Corporate Outcomes Framework)
- over what period of time the outcomes will be achieved
- why it needs to be implemented or revised
- what populations are affected by the proposal
- who is expected to benefit and how, i.e. young people, older people, carers, BME groups, ward areas/communities, etc
- whether there are any overlaps with regional, sub-regional, national priorities.

The Council currently monitors 1200 cameras and 450 alarms covering Council premises and citywide street locations. The CAEC currently monitor 12 Police CCTV cameras covering the City Centre.

It is proposed that the level of live \ proactive CCTV monitoring be reduced and thus reduce the CCTV and Alarms monitoring team to the minimum level acceptable under SSAIB requirements and health and safety requirements.

Going forward hot spot areas will be prioritised for live \ proactive CCTV monitoring and intervention and a review of cameras will be carried out to establish those that are not cost effective and don't have history of "incidents" so that they can be removed from service.

## Intelligence and Analysis

Please describe:

- 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)
- **What the information is telling you** – this should be broken down by each of the protected characteristics or other identified groups which could be disadvantaged. Each of the aims of the equality act should be considered in relation to each of the protected characteristics.

SSAIB Accreditation standards define the minimum staffing levels required.

Council CCTV monitoring logs identify those cameras which do not provide value for money, i.e. do not have a history of recorded incidents.

Police CCTV Cameras have reduced by over 75% in the past 3 years.



### Gaps in intelligence and information

Having analysed the information available to you:

- are there any gaps in intelligence or areas where understanding needs to be improved? Please describe what these are and what actions you intend to take to obtain/improve the information. These actions should be covered in the action plan.
- are there any groups who should be expected to benefit who do not? Please describe why not and whether you will amend the decision to change this outcome. This should also be covered in the action plan.

None

### Additional Impacts

The policy or action may also have an impact on other groups or individuals which are not covered by 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 removal of cameras may result in an increase in low level anti-social behaviour activity and also an increase in fear of crime in those areas which are identified as being suitable locations for the removal of cameras. However this would be mitigated through careful selection of cameras to be switched off. There is no evidence to suggest any disproportionate impact on any protected characteristics.

## 2. Analysis of impact on people

In this section you must **review the intelligence described above and summarise 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, neutral or negative impacts on the specific groups below. Please note that any negative impacts should have a corresponding action in the action plan in the page 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.

**Each of these aims must be summarised in turn in relation to the groups outlined below.**

Characteristic	List of Impacts		
	Positive	Neutral	Negative
Age		People may feel less secure in those areas where cameras are removed.	
Disability		People may feel less secure in those areas where cameras are removed.	
Gender/Sex		People may feel less secure in those areas where cameras are removed.	
Marriage & Civil Partnership		People may feel less secure in those areas where cameras are removed.	
Pregnancy and maternity		People may feel less secure in those areas where cameras are removed.	
Race/Ethnicity		People may feel less secure in those areas where cameras are removed.	
Religion/belief		People may feel less secure in those areas where cameras are removed.	
Sexual Orientation		People may feel less secure in those areas where cameras are removed.	
Gender identity		People may feel less secure in those areas where cameras are removed.	

Please add any additional groups mentioned in “additional impacts” above to this table.

### 3. 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
Review cameras in order to develop a list of proposed cameras for removal. Risk assessments will be undertaken in relation to every camera that is considered for removal which will take into account the number of incidents and demographics of the area.	Stephen Eagling	April 2016 Onwards	

### 3.9 Pest Control

#### EQUALITY ANALYSIS

You must complete this in conjunction with reading Equality Analysis Guidance

**Name of Policy/Decision/Project/Activity:**

Pest Control - Create at least a cost neutral position by either charging for full range of pests or stop service or signposting to private

Date: 22/12/15

Version Number: V4

**Equality Analysis completed by:**

Name/Job title: Tom Terrett – Head of Public Protection and Regulatory Services

**Responsible Officer or Group:**

Name/Job title: Tom Terrett – Head of Public Protection and Regulatory Services

**Is the Activity:**

New/Proposed ( )      Changing/Being Reviewed (x)      Other ( )

# 1. Purpose and scope

## Purpose

In this section outline briefly:

- what the policy, decision or activity is and what the intended outcomes/benefits are (linked to the Corporate Outcomes Framework)
- over what period of time the outcomes will be achieved
- why it needs to be implemented or revised
- what populations are affected by the proposal
- who is expected to benefit and how, i.e. young people, older people, carers, BME groups, ward areas/communities, etc.
- whether there are any overlaps with regional, sub-regional, national priorities.

- Activity is the control of certain pests following the receipt of requests from the public. Currently all pests are treated on a chargeable basis except rats which are free. Decision is to charge for rats OR stop the service. Outcome is a cost neutral service. Savings would be made within the year of implementation. Purpose of decision is to save money. All populations may be affected by the decision. No specific sector of the City's residents are expected to benefit. There are no known overlaps with regional, sub-regional or national priorities.

## Intelligence and Analysis

Please describe:

- 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)
- **What the information is telling you** – this should be broken down by each of the protected characteristics or other identified groups which could be disadvantaged. Each of the aims of the equality act should be considered in relation to each of the protected characteristics.

Numbers of service users.

In 2014/15 1175 people paid to use the service and circa 2450 people received free treatment for rats. So, if rats are charged for, some people will have to pay either the Council or a private sector provider for the service or perform the task themselves.

If the service stops, those people who would otherwise have paid the Council could pay a private sector provider.

## Gaps in intelligence and information

Having analysed the information available to you:

- are there any gaps in intelligence or areas where understanding needs to be improved? Please describe what these are and what actions you intend to take to obtain/improve the information. These actions should be covered in the action plan.
- are there any groups who should be expected to benefit who do not? Please describe why not and whether you will amend the decision to change this outcome. This should also be covered in the action plan.

- A gap in intelligence is the lack of any service user data by protected characteristic. However, in this instance, it is considered unlikely that a protected characteristic would impact on the need for the service or the way they use the service.
- The savings will benefit all Council tax payers.

## Additional Impacts

The policy or action may also have an impact on other groups or individuals which are not covered by 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)

Low income groups may be less likely to access pest control services if it is charged.

## 2. Analysis of impact on people

In this section you must **review the intelligence described above and summarise 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, neutral or negative impacts on the specific groups below. Please note that any negative impacts should have a corresponding action in the action plan in the page 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.

**Each of these aims must be summarised in turn in relation to the groups outlined below.**

Characteristic	List of Impacts		
	Positive	Neutral	Negative
Age		It is not expected that there would be a disproportionate impact on any one group.	
Disability		It is not expected that there would be a disproportionate impact on any one group.	
Gender/Sex		It is not expected that there would be a disproportionate impact on any one group.	
Marriage & Civil Partnership		It is not expected that there would be a disproportionate impact on any one group.	
Pregnancy and maternity		It is not expected that there would be a disproportionate impact on any one group.	
Race/Ethnicity		It is not expected that there would be a disproportionate impact on any one group.	
Religion/belief		It is not expected that there would be a disproportionate impact on any one group.	
Sexual Orientation		It is not expected that there would be a disproportionate impact on any one group.	
Gender identity		It is not expected that there would be a disproportionate impact on any one group.	
Low Income Groups			Low income groups may be less likely to access pest control services if it is charged. There are no proposed reductions in charges for low income groups as charges will be universally applied.

Please add any additional groups mentioned in “additional impacts” above to this table.

### 3. 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
In the event of stopping the service, refer callers to private sector providers	CSN	On receipt of calls	CSN



### 3.12 Network Management – School Crossing Patrols



#### EQUALITY ANALYSIS

Please refer to Part 2 of the Equality Analysis Guidance

**Name of Policy/Decision/Project/Activity:**  
Service redesign of the school crossing patrol operation.

Date: 22/12/2015

Version Number: 3

Equality Analysis completed by:  
Name/Job title: Paul Lewins – Network Operations Manager

Responsible Officer or Group:  
Name/Job title: Paul Lewins – Network Operations Manager

Is the Activity:  
New/Proposed (  )    Changing/Being Reviewed (  )    Other (  )

# 1. Purpose and scope

## Purpose

In this section outline briefly:

- what the policy, decision or activity is and what the intended outcomes/benefits are (linked to the Corporate Outcomes Framework)
- over what period of time the outcomes will be achieved
- why it needs to be implemented or revised
- what populations are affected by the proposal
- who is expected to benefit and how, i.e. young people, older people, carers, BME groups, ward areas/communities, etc.
- whether there are any overlaps with regional, sub-regional, national priorities.

The school crossing patrol service is non-statutory and the proposal is to reduce the service leading to a reduction in part-time school crossing patrol staff (SCP). This can be achieved by removing SCP provision at: -

- Controlled crossing (Amber) sites (zebra / signals) where there are already alternative safe crossing facilities available.
- Sites of lesser importance, (Green), i.e. located on more minor highway routes with relatively lower existing traffic movements and, where the use of alternative traffic management measures and improved crossing facilities could be provided.

In addition to the above there are a number of high importance (Red) sites which are located on major highway routes or at priority locations. Provision would be unchanged but the service would work with schools and their surrounding communities to take up responsibility for this including businesses sponsoring school crossings.

All of the above existing sites would require an updated risk assessment to be carried out prior to any decision being made. All populations are affected by the proposal although the most vulnerable group, child pedestrians, will be most affected by the reduced service provision.

## Intelligence and Information

Please describe:

- 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)
- **What the information is telling you** – this should be broken down by each of the protected characteristics or other identified groups which could be disadvantaged.

National research has indicated that England and Wales remain car-dependent, but trends are slightly more encouraging. Unlike many health behaviours, it is more common for socio-economically disadvantaged groups to commute using physically active modes. It is widely recognised that an increase in transport related physical activity in the form of walking and cycling for travel or leisure could significantly promote improved personal health, reduce traffic congestion, improve road safety, improve the quality of the urban environment, and contribute to a reduction in carbon emissions. It is also widely recognised that socioeconomic status is a strong and consistent correlation with physical activity and is a major source of health inequalities.

### **Gaps in intelligence and information**

Having analysed the information available to you:

- are there any gaps in intelligence or areas where understanding needs to be improved? Please describe what these are and what actions you intend to take to obtain/improve the information. These actions should be covered in the action plan.
- are there any groups who should be expected to benefit who do not? Please describe why not and whether you will amend the decision to change this outcome. This should also be covered in the action plan.

Investigation and research into socio economic trends and its impact on pedestrian demand will continue to be undertaken.

### **Additional Impacts**

The policy or action may also have an impact on other groups or individuals which are not covered by 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 “Red” sites are considered to be essential, in road safety terms, to maintain accident reduction in the city.
- The “Amber” sites already have relatively safe pedestrian crossing facilities and following an updated risk assessment there is potential for these sites to be removed.
- The “Green” sites are generally located on more minor highway routes. Before their removal could be considered an updated risk assessment should be undertaken. Consideration would be given to providing capital investment to facilitate additional

infrastructure (pedestrian refuge islands etc.) if feasible.

- In general National research has indicated that walking and cycling benefits all the population in terms of health benefits and reduced carbon emissions. A better trained population also benefit in terms of road safety. In understanding the factors influencing modal choice it is difficult to separate the effects of the household in which they live from the area where they live. The balance of research evidence described in national research suggests that differences in modal choice and risk of accidents in disadvantaged areas are due more to household than to area characteristics.
- The risk of death for child pedestrians is highly class related. Children in the lowest socio-economic group are over 4 times more likely to be killed as pedestrians than their counterparts in the highest socio-economic group.
- The decline in child death rates from injury in road accidents over time has been less for children in the manual social classes than for children in the non-manual social classes, and as a consequence, the socio-economic mortality differentials have increased.
- Injuries to child pedestrian casualties from socio-economically disadvantaged families tend to be of greater severity. In addition, these children have a higher risk of physical injury in the first place.
- The risk of pedestrian injury is over 50% higher for the children of single mothers, compared with those in two parent families.
- Significant differences in child pedestrian injury rates based on ethnicity have been identified, particularly for younger 'non-white' children.
- On journeys to and from school deprived children are exposed to greater risk than more affluent children as they are less likely to travel to school by car or to be accompanied by an adult.
- Restricted access to play space and proximity of housing to busy roads, compounded by a lack of supervision in younger children appear to exacerbate road accident rates in disadvantaged areas.

It is likely that the reduction of service provision may have a greater impact in deprived areas than those with a higher socio economic standing. However, the Council as Highway Authority has not undertaken detailed research as indicated above to confirm if these findings are applicable to the City of Sunderland.

## 2. Analysis of impact on people

In this section you must **review the intelligence described above and summarise 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, neutral or negative impacts on the specific groups below. Please note that any negative impacts should have a corresponding action in the action plan in the page 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			Impact more likely to be greater on our younger population as the most vulnerable road users as these are our priority target group.
Disability		.	The mobility impaired generally required a longer time to cross a road. This will form part of the risk assessment.
Gender/Sex		No specific impact anticipated.	
Marriage & Civil Partnership		No specific impact anticipated.	
Pregnancy and maternity		No specific impact anticipated..	
Race/Ethnicity		No specific impact anticipated.	
Religion/belief		No specific impact anticipated.	

Sexual Orientation		No specific impact anticipated.	
Trans-gender/ gender identity		No specific impact anticipated.	

**Please add any additional groups mentioned in “additional impacts” above to this table.**

### 3. 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 ( )
- Stop ( )

#### Action Plan

ACTION	WHO	WHEN	MONITORING ARRANGEMENTS
The collection of data locally that will demonstrate the impact of the policy changes.			

### 3.15 Integration of Housing & Licensing Functions

#### EQUALITY ANALYSIS

You must complete this in conjunction with reading Equality Analysis Guidance

**Name of Policy/Decision/Project/Activity:**

Reductions to be made through integrating the statutory Housing Environmental Health and Licensing functions into the broader Public Protection and Regulatory Services (PPRS) structure and embedding the housing renewal section into the new Planning and Regeneration service

Date: 22/12/15

Version Number: V4

**Equality Analysis completed by:**

Name/Job title: Tom Terrett – Head of Public Protection and Regulatory Services

**Responsible Officer or Group:**

Name/Job title: Tom Terrett – Head of Public Protection and Regulatory Services

**Is the Activity:**

New/Proposed ( )      Changing/Being Reviewed (x)      Other ( )

# 1. Purpose and scope

## Purpose

In this section outline briefly:

- what the policy, decision or activity is and what the intended outcomes/benefits are (linked to the Corporate Outcomes Framework)
- over what period of time the outcomes will be achieved
- why it needs to be implemented or revised
- what populations are affected by the proposal
- who is expected to benefit and how, i.e. young people, older people, carers, BME groups, ward areas/communities, etc.
- whether there are any overlaps with regional, sub-regional, national priorities.

- Activity is the integration of the statutory Housing Environmental Health and Licensing functions into the broader Public Protection and Regulatory Service (PPRS) structure and embedding the housing renewal function in the new Planning and Regeneration service. The scope of the services will remain as at present. The loss of staff due to budget cuts will be partially mitigated by the remaining personnel being trained to deliver services on a wider basis, individually, than at present – thus enhancing resilience in the event of unforeseen demand for individual aspects of the service e.g. responding to a major food poisoning outbreak.
- Savings would be made within the year of implementation. Purpose of decision is to save money and provide a more flexible service. All populations may be affected by the decision.
- No specific sector of the City's residents are expected to benefit.
- There are no known overlaps with regional, sub-regional or national priorities.

## Intelligence and Analysis

Please describe:

- 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)
- **What the information is telling you** – this should be broken down by each of the protected characteristics or other identified groups which could be disadvantaged. Each of the aims of the equality act should be considered in relation to each of the protected characteristics.

Current staff structures.



### **Gaps in intelligence and information**

Having analysed the information available to you:

- are there any gaps in intelligence or areas where understanding needs to be improved? Please describe what these are and what actions you intend to take to obtain/improve the information. These actions should be covered in the action plan.
- are there any groups who should be expected to benefit who do not? Please describe why not and whether you will amend the decision to change this outcome. This should also be covered in the action plan.

There are no gaps in intelligence.  
The savings will benefit all Council tax payers.

### **Additional Impacts**

The policy or action may also have an impact on other groups or individuals which are not covered by 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)

No specific groups affected.

## 2. Analysis of impact on people

In this section you must **review the intelligence described above and summarise 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, neutral or negative impacts on the specific groups below. Please note that any negative impacts should have a corresponding action in the action plan in the page 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.

**Each of these aims must be summarised in turn in relation to the groups outlined below.**

Characteristic	List of Impacts		
	Positive	Neutral	Negative
Age		Yes – The range of services being delivered will remain the same however there may be reductions in the responsiveness of services at times due to matching resources to demand on an ongoing basis.	
Disability		Yes – The range of services being delivered will remain the same however there may be reductions in the responsiveness of services at times due to matching resources to demand on an ongoing basis.	
Gender/Sex		Yes – The range of services being delivered will remain the same however there may be reductions in the responsiveness of services at times due to matching resources to demand on an ongoing basis.	
Marriage & Civil		Yes – The range of services being	

Partnership		delivered will remain the same however there may be reductions in the responsiveness of services at times due to matching resources to demand on an ongoing basis.	
Pregnancy and maternity		Yes – The range of services being delivered will remain the same however there may be reductions in the responsiveness of services at times due to matching resources to demand on an ongoing basis.	
Race/Ethnicity		Yes – The range of services being delivered will remain the same however there may be reductions in the responsiveness of services at times due to matching resources to demand on an ongoing basis.	
Religion/belief		Yes – The range of services being delivered will remain the same however there may be reductions in the responsiveness of services at times due to matching resources to demand on an ongoing basis.	
Sexual Orientation		Yes – The range of services being delivered will remain the same however there may be reductions in the responsiveness of services at times due to matching resources to demand on an ongoing basis.	
Gender identity		Yes – The range of services being delivered will remain the same however there may be reductions in the responsiveness of services at times due to matching resources to demand on an ongoing basis.	

### 3. 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
Training Environmental Health upon specialisms that they do not presently undertake in order to build resilience and provide flexibility in responding to service demands	PPRS	Commencing 2016/17	Training plan/staff appraisals

### 3.19 Registration Services Fees and Charges



#### EQUALITY ANALYSIS

You must complete this in conjunction with reading Equality Analysis Guidance

**Name of Policy/Decision/Project/Activity:**

To review the fees and charges connected with civil registration for the financial year 2016/17

Date:22/12/15

Version Number:4

Equality Analysis completed by:

Name/Job title :Karen Lounton – Bereavement and Registration Services Manager

Responsible Officer or Group:

Name/Job title: Colin Curtis- Assistant Head of Place Management

Is the Activity:

New/Proposed ( )      Changing/Being Reviewed ( \* )      Other ( )

# 1. Purpose and scope

## Purpose

In this section outline briefly:

- what the policy, decision or activity is and what the intended outcomes/benefits are (linked to the Corporate Outcomes Framework)
- over what period of time the outcomes will be achieved
- why it needs to be implemented or revised
- what populations are affected by the proposal
- who is expected to benefit and how, i.e. young people, older people, carers, BME groups, ward areas/communities, etc
- whether there are any overlaps with regional, sub-regional, national priorities.

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 Analysis

Please describe:

- 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)
- **What the information is telling you** – this should be broken down by each of the protected characteristics or other identified groups which could be disadvantaged. Each of the aims of the equality act should be considered in relation to each of the protected characteristics.

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.

Many of the fees and charges levied by the Registration Service are statutory fees determined by central government legislation . The discretionary fees and charges which apply to Approved Premises ceremonies, the Nationality 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.

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.

### **Gaps in intelligence and information**

Having analysed the information available to you:

- are there any gaps in intelligence or areas where understanding needs to be improved? Please describe what these are and what actions you intend to take to obtain/improve the information. These actions should be covered in the action plan.
- are there any groups who should be expected to benefit who do not? Please describe why not and whether you will amend the decision to change this outcome. This should also be covered in the action plan.

N/A

### **Additional Impacts**

The policy or action may also have an impact on other groups or individuals which are not covered by 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

## 2. Analysis of impact on people

In this section you must **review the intelligence described above and summarise 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, neutral or negative impacts on the specific groups below. Please note that any negative impacts should have a corresponding action in the action plan in the page 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.

**Each of these aims must be summarised in turn in relation to the groups outlined below.**

Characteristic	List of Impacts		
	Positive	Neutral	Negative
Age		No Impacts are anticipated	
No impacts are anticipated.		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.	
Low Income families		The proposed increases are on fees that are optional to customers, i.e. non statutory. The customer can choose not to take up the offer	

Please add any additional groups mentioned in “additional impacts” above to this table.



### 3. 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 ( )
- Stop ( )

#### Action Plan

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.

### 3.21 LED Street Lighting Scheme



## EQUALITY ANALYSIS

Please refer to Part 2 of the Equality Analysis Guidance

<b><u>Name of Policy/Decision/Project/Activity:</u></b> Proposal to utilise advances in LED technology and levelling of price to improve energy efficiency of Street Lighting in residential areas
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Date: 22/12/2015
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Version Number: 2
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Equality Analysis completed by:  Name/Job title:  Martin Forster / Technician
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Responsible Officer or Group:  Name/Job title:  David Laux / Assistant Head of Service
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Is the Activity:  New/Proposed ( )      Changing/Being Reviewed (✓)      Other ( )
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# 1. Purpose and scope

## Purpose

In this section outline briefly:

- what the policy, decision or activity is and what the intended outcomes/benefits are (linked to the Corporate Outcomes Framework)
- over what period of time the outcomes will be achieved
- why it needs to be implemented or revised
- what populations are affected by the proposal
- who is expected to benefit and how, i.e. young people, older people, carers, BME groups, ward areas/communities, etc
- whether there are any overlaps with regional, sub-regional, national priorities.

The proposal is to replace approximately 48000 lighting columns on highways with energy efficient LED lighting (22000 for implementation in 2017/18) which will result in lower energy costs and lower carbon emissions. Residents and visitors to areas where the new lighting installed should be impacted upon positively as the new LED lighting actually provides a white light source with better night-time colour recognition and concentrates the light onto the road and footway where it is needed, with less light pollution into homes and gardens.

*A national hub of the low carbon economy.* (Economy) LED lighting uses 60% less electricity than traditional lamps

This scheme is planned to take place over an 18 month period, commencing April 2016

This proposal has been deemed necessary as changing to LED technology will result in financial savings and lower carbon emissions over a number of years

The population affected will be the residents where the scheme will be implemented covering a number of residential areas

All residents and visitors to these areas can be expected to benefit by virtue of clearer, safer lighting

This will overlap with the national priority of cutting carbon emissions as proposed in the 2008 Climate Change Act

## Intelligence and Information

Please describe:

- 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)

- **What the information is telling you** – this should be broken down by each of the protected characteristics or other identified groups which could be disadvantaged.

LED lighting has a much longer lamp lifespan and requires a lot less maintenance, is extremely energy efficient returning at least a 50% saving over traditional sodium light, provides a white light source with better night-time colour recognition and concentrates the light onto the road and footway where it is needed, with less light pollution into homes and gardens.

Feedback from the initial pilot LED scheme in Farringdon has been very positive in relation to the impact and effect that the scheme has had.

### **Gaps in intelligence and information**

Having analysed the information available to you:

- are there any gaps in intelligence or areas where understanding needs to be improved? Please describe what these are and what actions you intend to take to obtain/improve the information. These actions should be covered in the action plan.
- are there any groups who should be expected to benefit who do not? Please describe why not and whether you will amend the decision to change this outcome. This should also be covered in the action plan.

No gaps have been identified

No groups who should be expected to benefit have been identified as not doing so.

### **Additional Impacts**

The policy or action may also have an impact on other groups or individuals which are not covered by 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)

All residents in the areas where the changes taking place will be affected to some degree, however it is hoped that the changes will be viewed as positive.

## 2. Analysis of impact on people

In this section you must **review the intelligence described above and summarise 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, neutral or negative impacts on the specific groups below. Please note that any negative impacts should have a corresponding action in the action plan in the page 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		✓	
Disability		✓	
Gender/Sex		✓	
Marriage & Civil Partnership		✓	
Pregnancy and maternity		✓	
Race/Ethnicity		✓	
Religion/belief		✓	
Sexual Orientation		✓	
Trans-gender/ gender identity		✓	

**Please add any additional groups mentioned in “additional impacts” above to this table.**

### 3. 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
- Stop

#### Action Plan

ACTION	WHO	WHEN	MONITORING ARRANGEMENTS
Pre-consultation	Council Communications / Aurora	Before Commencement	Review after implementation

### 3.22 Business Investment Grants



#### EQUALITY ANALYSIS

Please refer to Part 2 of the Equality Analysis Guidance

**Name of Policy/Decision/Project/Activity:**

Phased reductions to the revenue grants provided to SME's by 25% in 2016/17, 25% in 2017/18 and 50% in 2018/19.

Date: 22.12.2015

Version Number:1

**Equality Analysis completed by:**

Name/Job title:  
Berni Whitaker  
Enterprise Manager

**Responsible Officer or Group:**

Name/Job title:  
Catherine Auld (International Manager)/Thomas Hurst(Chief  
Investment Officer)

**Is the Activity:**

New/Proposed ( )      Changing/Being Reviewed (x )      Other ( )



# 1. Purpose and scope

## Purpose

In this section outline briefly:

- what the policy, decision or activity is and what the intended outcomes/benefits are (linked to the Corporate Outcomes Framework)
- over what period of time the outcomes will be achieved
- why it needs to be implemented or revised
- what populations are affected by the proposal
- who is expected to benefit and how, i.e. young people, older people, carers, BME groups, ward areas/communities, etc.
- whether there are any overlaps with regional, sub-regional, national priorities.

This change in activity will implement an agreed phased reduction to the revenue grants provided to SME's by 25% in 2016/17 (a £60,000 reduction), 25% in 2017/18 (A £60,000 reduction) and 50% in 2018/19 (an £118,000 reduction). This phased reduction is necessary as a contribution to the directorate efficiency targets. SME's requiring revenue financial assistance will be affected by the proposal, the SME's affected will be representative across the whole equalities spectrum. However the phasing should allow most existing commitments to be maintained and implementation of the reductions will be managed carefully to minimise impact on the business community. Wherever possible and attempt will be made to support companies to access other funding sources.

## Intelligence and Information

Please describe:

- 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)
- **What the information is telling you** – this should be broken down by each of the protected characteristics or other identified groups which could be disadvantaged.

Sunderland City Council is only one of a small number of councils that still offer financial incentives to businesses by payment of revenue grant. During the last two years through undertaking a review of the current system and monitoring current provision within a period where the budget has already reduced it has become clear that with further efficiencies having to be found we are unable to continue to offer revenue based financial incentives in the same way.

There has been no consultation with the businesses as this is an internal Business Investment Team/Council decision. We have

already delivered a more focused financial incentives offer, directed more intensively on the manufacturing, engineering and software sectors, which focus support on project based approaches which have job outcomes attached. We will continue to develop a more focused financial incentives offer, directed at stimulating growth and job creation in agreed priority sectors, including strengthening links to support city businesses in accessing other funding opportunities.

### **Gaps in intelligence and information**

Having analysed the information available to you:

- are there any gaps in intelligence or areas where understanding needs to be improved? Please describe what these are and what actions you intend to take to obtain/improve the information. These actions should be covered in the action plan.
- are there any groups who should be expected to benefit who do not? Please describe why not and whether you will amend the decision to change this outcome. This should also be covered in the action plan.

Not applicable

### **Additional Impacts**

The policy or action may also have an impact on other groups or individuals which are not covered by 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 should not impact against any one type of individual or groups more than others as the SME's affected will cover the whole equalities spectrum.

## 2. Analysis of impact on people

In this section you must **review the intelligence described above and summarise 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, neutral or negative impacts on the specific groups below. Please note that any negative impacts should have a corresponding action in the action plan in the page 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 & Civil Partnership		X	
Pregnancy and maternity		X	
Race/Ethnicity		X	
Religion/belief		X	
Sexual Orientation		X	
Trans-gender/ gender identity		X	

**Please add any additional groups mentioned in “additional impacts” above to this table.**

### 3. 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 16/17	Monitoring will be captured via the Performance Management Framework .
Monitor the impact of reduced financial support on jobs created	Catherine Auld	During financial year 16/17	Monitoring will be captured via the Performance Management Framework .
Reshape the business investment support offer to have less reliance on direct financial support	Thomas Hurst/Catherine Auld	During financial year 16/17	Monitoring will be via progress reporting through a steering group