

Equality & Human Rights Impact Assessment (EHRIA)

This Equality and Human Rights Impact Assessment (EHRIA) will enable you to assess the **new, proposed or significantly changed** policy/ practice/ procedure/ function/ service** for equality and human rights implications.

Undertaking this assessment will help you to identify whether or not this policy/ practice/ procedure/ function/ service** may have an adverse impact on a particular community or group of people. It will ultimately ensure that, as an Authority, we do not discriminate and we are able to promote equality, diversity and human rights.

Please refer to the EHRIA [guidance](#) before completing this form. If you need any further information about undertaking and completing the assessment, contact your [Departmental Equalities Group](#) or equality@leics.gov.uk

***Please note: The term 'policy' will be used throughout this assessment as shorthand for policy, practice, procedure, function or service.*

Key Details	
Name of policy being assessed:	Budget Consultation (Medium Term Financial Strategy 2020-24).
Department and section:	Corporate Resources Department and Chief Executive's Department Communications, Corporate Finance, and Strategy and Business Intelligence
Name of lead officer/ job title and others completing this assessment:	Zafar Saleem Head of Communities, Policy & Resilience Strategy & Business Intelligence Chief Executive's Department
Contact telephone numbers:	0116 305 4952
Name of officer/s responsible for implementing this policy:	Chris Tambini, Director of Finance
Date EHRIA assessment started:	30/5/19
Date EHRIA assessment completed:	3/10/19

Section 1: Defining the policy

Section 1: Defining the policy

You should begin this assessment by defining and outlining the scope of the policy. You should consider the impact or likely impact of the policy in relation to all areas of equality, diversity and human rights as outlined in Leicestershire County Council's [Equality Strategy](#).

1	<p>What is new or changed in the policy? <i>What has changed and why?</i></p> <p>To engage and consult with Leicestershire residents, partners, community/interest groups, businesses and County Council staff on the Council's vision and future direction. Like all councils, Leicestershire County Council has had to make savings over the last few years, as part of the Government's drive to reduce public debt.</p> <p>The County Council has saved £200m since 2010 but the funding outlook for councils remains uncertain. The "Revenue Support Grant", which is money that the Government has made available to fund councils, ends in 2020 and other grants are reducing or stopping. In real terms, the Council has lost £100m funding since 2010. But tight funding, combined with increasing demand for services, means the Council must find another £74m in savings over the next four years. Growing need for social care and special educational needs and disability (SEND) support, plus inflation, is set to drive up costs by £94m over the next four years. This means further savings are required going forward necessitating tough decisions on spending priorities. Of the £74m savings required, £54m have been identified but this leaves a funding gap of £20m.</p> <p>The challenge is therefore to identify the £20m unidentified savings and deliver the £54m that have been identified over the next four years. Detailed work on the MTFS will be undertaken over the summer. This includes undertaking a consultation exercise seeking the views of residents and stakeholders this summer to help with planning services and spending over the next four years</p> <p>The objectives of the consultation are;</p> <ul style="list-style-type: none">• To engage relevant stakeholders and partners in the development of the Council's vision and future direction;• To gather insight into public opinion about what residents consider to be acceptable priorities;• To consult with, and involve residents in shaping the vision and gathering feedback which will inform decision making; and• To inform both managers and staff about the process of developing the Council's vision and seek their views on the future direction. <p>Specific proposals for service changes following on from the budget setting process will be subject to appropriate consultation, EHRIA assessment.</p>
2	<p>Does this relate to any other policy within your department, the Council or with other partner organisations? <i>If yes, please reference the relevant policy or EHRIA. If unknown, further investigation may be required.</i></p>

	<p>The Medium Term Financial Strategy sets the financial envelope for the work of the County Council and therefore impacts on all services and policies of the authority. The Council's equalities framework requires due regard to equalities for all policies, plans and service changes.</p> <p>Many aspects of the MTFS are directed towards the needs of people from a disadvantaged background. Where proposed savings are likely to have an adverse impact on service users protected under equalities legislation, a full EHRIA will be required. Depending on the savings proposals agreed by the Council, the affected Departments will undertake service-specific EHRIAs which will cross-reference to the MTFS. The overall MTFS will also be subject to an EHRIA so that the cumulative impact of savings on protected characteristic groups is adequately considered.</p>								
<p>3</p>	<p>Who are the people/ groups (target groups) affected and what is the intended change or outcome for them?</p> <p>At this stage, only a broad assessment can be made as service-specific proposals have not been outlined. However, the consultation aims to reach all residents, major partners, communities of interest and place, businesses, employees and unions, and interested parties. Targeted engagement will be undertaken with people from protected characteristic groups.</p> <p>It is proposed that a detailed and widespread budget consultation and engagement exercise is undertaken over the summer and early autumn.</p> <p>Key consultation activities will be:</p> <ul style="list-style-type: none"> • Stakeholder engagement including a briefing/ challenge event with voluntary sector organisations and interest groups, on-line stakeholder consultation and briefing for stakeholder meetings • staff roadshows, briefings, newsletters and survey • focus groups with representative sample of residents • survey available on-line and within Leicestershire Matters to every household • presence at public events with high footfall to promote survey • publicity campaign to encourage responses/feedback <p>In addition, officers will attend community events in all districts and there will be an online budget simulator.</p> <p>The beneficiaries will be:</p> <ul style="list-style-type: none"> • Residents of Leicestershire • Stakeholders, partner agencies and interest groups • County Council Staff & Elected Members <p>The expected outcome of the engagement and consultation will be to enable the Council to obtain an insight into the opinion of local residents and partners on its future priorities, vision and direction. It will also enable the Council to identify potential risks and issues, as well as any potential opportunities that have not yet been recognised.</p>								
<p>4</p>	<table border="1"> <tr> <td data-bbox="277 1872 571 1944">Will the policy meet the Equality Act 2010 requirements to have due regard to the need to meet any of the following aspects? (Please tick and explain how)</td> <td data-bbox="576 1944 683 1980">Yes</td> <td data-bbox="687 1944 794 1980">No</td> <td data-bbox="799 1944 1401 1980">How?</td> </tr> <tr> <td data-bbox="277 1986 571 2047">Eliminate unlawful discrimination,</td> <td data-bbox="576 1986 683 2047">Yes</td> <td data-bbox="687 1986 794 2047"></td> <td data-bbox="799 1986 1401 2047">Ensure open and accessible consultation methods, events and materials</td> </tr> </table>	Will the policy meet the Equality Act 2010 requirements to have due regard to the need to meet any of the following aspects? (Please tick and explain how)	Yes	No	How?	Eliminate unlawful discrimination,	Yes		Ensure open and accessible consultation methods, events and materials
Will the policy meet the Equality Act 2010 requirements to have due regard to the need to meet any of the following aspects? (Please tick and explain how)	Yes	No	How?						
Eliminate unlawful discrimination,	Yes		Ensure open and accessible consultation methods, events and materials						

	harassment and victimisation			
	Advance equality of opportunity between different groups	Yes		Ensure open and accessible consultation methods, events and materials. Targeted engagement with 'seldom heard' groups
	Foster good relations between different groups	Yes		Not directly but the consultation will demonstrate a fair and transparent process has been undertaken to determine saving and spending priorities.

Section 2: Equality and Human Rights Impact Assessment (EHRIA) Screening

Section 2: Equality and Human Rights Impact Assessment Screening

The purpose of this section of the assessment is to help you decide if a full EHRIA is required.

If you have already identified that a full EHRIA is needed for a policy/ practice/ procedure/ function/ service, either via service planning processes or other means, then please go straight to Section 3 on Page 7 of this document.

Section 2

A: Research and Consultation

5.	Have the target groups been consulted about the following?	Yes	No*
	a) their current needs and aspirations and what is important to them;	Yes	
	b) any potential impact of this change on them (positive and negative, intended and unintended);	Yes	
	c) potential barriers they may face	Yes	
6.	If the target groups have not been consulted directly, have representatives been consulted or research explored (e.g. Equality Mapping)?	Yes	
7.	Have other stakeholder groups/ secondary groups (e.g. carers of service users) been explored in terms of potential unintended impacts?	Yes	
8.	*If you answered 'no' to the questions above, please use the space below to outline either what consultation you are planning to undertake or why you do not consider it to be necessary.		
	How has this been done – evidence?		

Section 2

B: Monitoring Impact

9.	Are there systems set up to:	Yes	No
	a) monitor impact (positive and negative, intended and unintended) for different groups;	Yes	
	b) enable open feedback and suggestions from different communities	Yes	

Note: If no to Question 9, you will need to ensure that monitoring systems are established to check for impact on the protected characteristics.

Section 2

C: Potential Impact

10.	Use the table below to specify if any individuals or community groups who identify with any of the ' protected characteristics ' may potentially be affected by the policy and describe any positive and negative impacts, including any barriers.		
	Yes	No	Comments
Age	Yes		<p>The ability of people to access and participate in different elements of the consultation process may be differentially affected by reason of age.</p> <p>The timing of focus group workshops may impact on how accessible they are to different age groups. If they are held in the evenings, they would be accessible to working people, but may create childcare issues for families with young children. Evening sessions may be less easy for young people to attend, especially if they rely on public transport.</p> <p>For older people, there may be issues for those that are less ICT literate and/or have reduced home internet access as they may not be able to access the on-line version of the survey.</p>
Disability	Yes		The ability of people to access and participate in the consultation process may be differentially affected by reason

				<p>of disability. This could occur because disabled people may be less likely or able to complete the on-line survey because of physical, visual and/or learning disabilities. People with hearing problems would be affected by poor quality of sound and acoustics at venues.</p> <p>Attendance at briefings, workshops and public events could also be affected as a result of reduced mobility, as well as potential barriers to access to venues.</p>
	Gender Reassignment		No	
	Marriage and Civil Partnership		No	
	Pregnancy and Maternity		No	
	Race	Yes		<p>The ability of people to access and participate in the consultation process is not in itself differentially affected by reason of race. However, there may be some issues for people that do not have English as their first language or have only a limited grasp of English. These people may be less likely or able to engage with the process and have less awareness of opportunities due to reduced ability to understand and communicate via English language.</p>
	Religion or Belief	Yes		<p>The ability of people to access and participate in the stakeholder briefings, focus groups and public events may be differentially affected by reason of religion or belief. This could occur because people may be discouraged from attending due to the religious significance of venues, religious</p>

				observance requirements in terms of the timing of events, refreshments provided etc.
	Sex		No	
	Sexual Orientation	Yes		Consultation information could be perceived as being not relevant to LGBT groups or individuals if images used are not representative and the distribution of materials does not include LGBT audiences.
	Other groups e.g. rural isolation, deprivation, health inequality, carers, asylum seeker and refugee communities, looked after children, deprived or disadvantaged communities	Yes		<p>Consultation information could contain jargon and terminology that may be difficult for people to understand.</p> <p>The ability of people to access and participate in the consultation process may be differentially affected by reason of other factors such as rural isolation and deprivation. This could occur because of the time, cost and need for private transport to access events in rural areas, reduced internet access and literacy amongst deprived communities, competing responsibilities of carers etc.</p>
	Community Cohesion		No	
11.	<p>Are the human rights of individuals <i>potentially</i> affected by this proposal? Could there be an impact on human rights for any of the protected characteristics? (Please tick)</p> <p>Explain why you consider that any particular article in the Human Rights Act may apply to the policy/ practice/ function or procedure and how the human rights of individuals are likely to be affected below: [NB: include positive and negative impacts as well as barriers in benefiting from the above proposal]</p>			
		Yes	No	Comments
Part 1: The Convention- Rights and Freedoms				

	Article 2: Right to life		No	
	Article 3: Right not to be tortured or treated in an inhuman or degrading way		No	
	Article 4: Right not to be subjected to slavery/ forced labour		No	
	Article 5: Right to liberty and security		No	
	Article 6: Right to a fair trial		No	
	Article 7: No punishment without law		No	
	Article 8: Right to respect for private and family life		No	
	Article 9: Right to freedom of thought, conscience and religion		No	
	Article 10: Right to freedom of expression		No	
	Article 11: Right to freedom of assembly and association		No	
	Article 12: Right to marry		No	
	Article 14: Right not to be discriminated against		No	
Part 2: The First Protocol				
	Article 1: Protection of property/ peaceful enjoyment		No	
	Article 2: Right to education		No	
	Article 3: Right to free elections		No	
Section 2				
D: Decision				
13.	Is there evidence or any other reason to suggest that:	Yes	No	Unknown
	a) the policy could have a different affect or adverse impact on any section of the community;		X	
	b) any section of the community may face barriers in benefiting from the proposal		X	
13.	Based on the answers to the questions above, what is the likely impact of the policy			

	No Impact <input type="checkbox"/>	Positive Impact <input type="checkbox"/>	Neutral Impact <input checked="" type="checkbox"/>	Negative Impact or Impact Unknown <input type="checkbox"/>
Note: If the decision is 'Negative Impact' or 'Impact Not Known', an EHRIA Report is required.				
14.	Is an EHRIA report required?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	

Section 2: Completion of EHRIA Screening

Upon completion of the screening section of this assessment, you should have identified whether an EHRIA Report is required for further investigation of the impacts of this policy.

Option 1: If you identified that an EHRIA Report *is required*, continue to Section 3 on Page 7 of this document.

Option 2: If there are no equality, diversity or human rights impacts identified and an EHRIA report *is not required*, continue to Section 4 on Page 14 of this document.

Section 3: Equality and Human Rights Impact Assessment (EHRIA) Report

Section 3: Equality and Human Rights Impact Assessment Report

This part of the assessment will help you to think *thoroughly* about the impact of the policy and to critically examine whether it is *likely* to have a positive or negative impact on different groups within our diverse communities. It should also identify any barriers that may adversely affect under-represented communities or groups that may be disadvantaged by the way in which we carry out our business.

Using the information gathered either within the EHRIA Screening or independently of this process, this EHRIA Report should be used to consider the impact or likely impact of the policy in relation to all areas of equality, diversity and human rights as outlined in Leicestershire County Council's Equality Strategy.

Section 3

A: Research and Consultation

When considering the target groups, it is important to think about whether new data needs to be collected or whether there is any existing research that can be utilised.

15. Based on the gaps identified either in the EHRIA Screening or independently of this process, **how** have you now explored the following and **what** does this information/ data tell you about each of the diverse groups?
- a) current needs and aspirations and what is important to individuals and community groups (including human rights);
 - b) likely impacts (positive and negative, intended and unintended) to individuals and community groups (including human rights);
 - c) likely barriers that individuals and community groups may face (including human rights)

To add details of consultation methodology, findings and any analysis of responses by protected characteristic

The barriers identified in Section 2 are those that could potentially occur in the absence of any mitigation. The budget consultation will take account of evidence and experience of previous consultations which has informed the mitigation outlined below to minimise the impact of implementation on the diverse groups.

16. Is any further research, data collection or evidence required to fill any gaps in your understanding of the potential or known affects of the policy on target groups?

Yes – the consultation provides an overview and insight into the views of responders to the financial challenges faced by the council. These views will inform the Medium-Term Financial Strategy so individual service impacts together with cumulative impacts will require scrutiny and assessment to determine if there is an adverse impact on protected characteristic groups. Individual service and cumulative EHRIA will require completion.

When considering who is affected by this proposed policy, it is important to think about consulting with and involving a range of service users, staff or other stakeholders who may be affected as part of the proposal.

17. Based on the gaps identified either in the EHRIA Screening or independently of this process, **how** have you further consulted with those affected on the likely impact and **what** does this consultation tell you about each of the diverse groups?

To be populated once the consultation survey data is available. Equalities information will be sought from participants in the consultation process – as part of questionnaires, focus group feedback etc. See below.



Leicestershire-Priorities-Workshops-Scr



Leicestershire-Priorities-Survey-Scrutiny-

18.	Is any further consultation required to fill any gaps in your understanding of the potential or known effects of the policy on target groups?
	Yes – once individual service decisions are considered as part of the Medium-Term Financial Strategy.

Section 3

B: Recognised Impact

19.	Based on any evidence and findings, use the table below to specify if any individuals or community groups who identify with any ‘protected characteristics’ are likely to be affected by this policy. Describe any positive and negative impacts, including what barriers these individuals or groups may face.	
		Comments
	Age	See response to Q10 above.
	Disability	See response to Q10 above.
	Gender Reassignment	See response to Q10 above.
	Marriage and Civil Partnership	See response to Q10 above.
	Pregnancy and Maternity	See response to Q10 above.
	Race	See response to Q10 above.
	Religion or Belief	See response to Q10 above.
	Sex	See response to Q10 above.
	Sexual Orientation	See response to Q10 above.

	Other groups e.g. rural isolation, deprivation, health inequality, carers, asylum seeker and refugee communities, looked after children, deprived or disadvantaged communities	See response to Q10 above.
	Community Cohesion	See response to Q10 above.

20.	Based on any evidence and findings, use the table below to specify if any particular Articles in the Human Rights Act are likely to apply to the policy. Are the human rights of any individuals or community groups affected by this proposal? Is there an impact on human rights for any of the protected characteristics?	
		Comments
	Part 1: The Convention- Rights and Freedoms	
	Article 2: Right to life	No
	Article 3: Right not to be tortured or treated in an inhuman or degrading way	No
	Article 4: Right not to be subjected to slavery/ forced labour	No
	Article 5: Right to liberty and security	No
	Article 6: Right to a fair trial	No
	Article 7: No punishment without law	No
	Article 8: Right to respect for private and family life	No
	Article 9: Right to freedom of thought, conscience and religion	No
	Article 10: Right to freedom of expression	No
	Article 11: Right to freedom of assembly and association	No
	Article 12: Right to marry	No

	Article 14: Right not to be discriminated against	No
	Part 2: The First Protocol	
	Article 1: Protection of property/ peaceful enjoyment	No
	Article 2: Right to education	No
	Article 3: Right to free elections	No

Section 3	
C: Mitigating and Assessing the Impact	
Taking into account the research, data, consultation and information you have reviewed and/ or carried out as part of this EHRIA, it is now essential to assess the impact of the policy.	
21.	If you consider there to be actual or potential adverse impact or discrimination, please outline this below. State whether it is justifiable or legitimate and give reasons.
<p>There is the potential for differential impact or discrimination and precautionary action is proposed in response alongside measures to gather additional information. Any discrimination that may occur is considered legitimate because delivery of the service will have due regard to eliminating discrimination and providing equality of opportunity.</p> <p>Barriers identified would exist if not mitigated as outlined below (in the Action Plan).</p>	
<p>NB:</p> <p>i) If you have identified adverse impact or discrimination that is illegal, you are required to take action to remedy this immediately.</p> <p>ii) If you have identified adverse impact or discrimination that is justifiable or legitimate, you will need to consider what actions can be taken to mitigate its effect on those groups of people.</p>	
22.	<p>Where there are potential barriers, negative impacts identified and/ or barriers or impacts are unknown, please outline how you propose to minimise all negative impact or discrimination.</p> <p>a) include any relevant research and consultation findings which highlight the best way in which to minimise negative impact or discrimination</p> <p>b) consider what barriers you can remove, whether reasonable adjustments may be necessary and how any unmet needs that you have identified can be addressed</p>

	c) if you are not addressing any negative impacts (including human rights) or potential barriers identified for a particular group, please explain why
To mitigate any differential impact from the budget consultation mitigation should be implemented as set out in the Action Plan below. A Human Rights Act Assessment of the Budget Consultation has been carried out and considered in the design and delivery of the consultation process.	
Section 3	
D: Making a decision	
23.	Summarise your findings and give an overview as to whether the policy will meet Leicestershire County Council's responsibilities in relation to equality, diversity, community cohesion and human rights.
The above findings indicate that there is the potential for differential impacts associated with the budget consultation and that the measures identified in the Action Plan should be taken to minimise the potential for these impacts.	

Section 3	
E: Monitoring, evaluation & review of the policy	
24.	Are there processes in place to review the findings of this EHRIA and make appropriate changes? In particular, how will you monitor potential barriers and any positive/ negative impact? The budget consultation will include equalities monitoring of the consultation process.
25.	How will the recommendations of this assessment be built into wider planning and review processes? <i>e.g. policy reviews, annual plans and use of performance management systems</i> The recommendations of this assessment will be built into the design and delivery of the budget consultation.

**Section 3:
F: Equality and human rights improvement plan**

Please list all the equality objectives, actions and targets that result from the Equality and Human Rights Impact Assessment (EHRIA) (continue on separate sheets as necessary). These now need to be included in the relevant service plan for mainstreaming and performance management purposes.

Equality Objective	Action	Target	Officer Responsible	By when
For all objectives	<p>Stakeholder organisations including County Council voluntary sector partners will be invited to encourage participation by communities including groups and individuals within the diverse groups.</p> <p>Departments will be encouraged to contribute to engagement with diverse groups through service networks and contacts.</p>	All sections of the community can, and are encouraged to, participate in the budget consultation.	Zafar Saleem, Leon Chariker, Fiona Walker, Katie Pegg, Jo Miller	During consultation process (30/5 to 3/10/19)
Ensure participation opportunities for people of all ages.	Participation for people without ICT access/literacy will be encouraged by media	All sections of the community can, and are encouraged to, participate in the budget	As above	As above

	promotion.	consultation.		
Enable participation by people who are not fluent in English.	If requested, information will be translated to different languages and formats.	All sections of the community can, and are encouraged to, participate in the budget consultation.	As above	As above
Ensure participation opportunities for disabled people.	The survey will be available both on-line and in hard copy. The consultation web pages will be compatible with Screen Reader software to enable access to people with visual impairments. Staff will be available to assist people to complete the form, if required – i.e. at Libraries and County Hall. Plain English will be used so that the material is accessible to residents whose first language is BSL. Key documents will be made available as Easy Read versions. A large print version of the survey will be available on request. Opportunities to participate in the consultation will be	All sections of the community can, and are encouraged to, participate in the budget consultation.	As above	As above

	advertised in local media.			
Ensure participation from LGBT individuals and groups	Materials will include images and words which do not exclude LGBT audiences. LGBT stakeholder networks will be encouraged to participate.	All sections of the community can, and are encouraged to, participate in the budget consultation.	As above	As above
Ensure participation opportunities for deprived, disadvantaged and isolated communities	The survey will available on-line and hard copies will be available with a freepost return address to avoid cost for local residents.	All sections of the community can, and are encouraged to, participate in the budget consultation.	As above	As above
Update and develop service provision as necessary taking account of equalities impacts.	The equalities impact of the budget consultation will be monitored through analysis of equalities responses.	Maintain up to date intelligence on equalities impacts.	As above	As above

Section 4: Sign off and scrutiny

Upon completion, the Lead Officer completing this assessment is required to sign the document in the section below.

It is required that this Equality and Human Rights Impact Assessment (EHRIA) is scrutinised by your Departmental Equalities Group and signed off by the Chair of the Group.

Once scrutiny and sign off has taken place, a depersonalised version of this EHRIA should be published on Leicestershire County Council's website. Please send a copy of this form to the Digital Services Team via web@leics.gov.uk for publishing.

Section 4

A: Sign Off and Scrutiny

Confirm, as appropriate, which elements of the EHRIA have been completed and are required for sign off and scrutiny.

Equality and Human Rights Assessment Screening

Equality and Human Rights Assessment Report

1st Authorised Signature (EHRIA Lead Officer): Zafar Saleem

Date: 30/5/2019

2nd Authorised Signature (DEG Chair): Mo Seedat

Date: January 2020