Surrey County Council Budget 2021/22 – Equality Impact Assessment Summary Report

1. This report summarises potential equality impacts on residents and Surrey County Council staff arising from proposed efficiencies that will improve services for residents and support the council to realise a sustainable budget for the 2021/22 financial year. It also includes mitigating actions to maximise any positive impacts and minimise any adverse ones.

2. This report is a summary document only and is not intended to support a decision to change or reduce a particular service. The Equality Impact Assessments (EQIAs) appended to this report, with one exception, have already been used by Cabinet, or individual Cabinet Members, to take decisions previously. They have been updated with new information which the Cabinet should note so that it can continue paying due regard to their statutory responsibilities under the Equality Act 2010.

3. This paper should be read in conjunction with a number of appendices, including the appended EQIAs and the 2021/22 Final Budget and Medium-Term Financial Strategy 2020/21 – 2024/25 and the Cabinet report of 26 January 2021. The information in this report will support Members to pay due regard to the equality implications of the proposed budget for 2021/22.

Summary

4. In December 2020, Council adopted a refreshed Organisation Strategy 2021-2026 that set out a single guiding principle for everything we do – tackling inequality to focus on ensuring no-one is left behind. This means every pound spent by the council needs to be used as efficiently as possible, so we can concentrate our resources on supporting some of Surrey's most vulnerable residents.

5. Given the scale and complexity of change required to deliver better outcomes while balancing our budget, the council's efficiency proposals for 2021/22 have been analysed to understand positive and negative impacts on residents from protected groups, particularly where they may be impacted by multiple efficiency proposals. The following groups have been identified:

    - Older adults, adults of all ages with physical, mental and learning disabilities and their carers;
    - Children and young people, including those with special educational needs and disabilities, and their families

6. Some efficiency proposals will lead to more positive outcomes for some of Surrey's residents. For example, improved practice to support looked after children will support them and their families to have better outcomes, as well as improving the efficiency of services. Changes in practice in Adult Social Care will also lead to better outcomes, such as greater involvement of disabled people, and their carers, in their own planning and care, leading to greater choice and independence.

7. Some efficiency proposals are in a formative stage, and as proposals are finalised, the specific equality impacts will be considered by the relevant Cabinet Member and Executive Director before any final decisions are made.

9

Our Duties

8. There are no legal requirements to carry out an EQIA on the council's budget; however it is important for us to identify and consider the equality implications of our budget decisions on our residents.

9. This analysis also supports Cabinet with meeting its statutory duty to pay due regard to equality issues. When approving financial plans, Members must comply with the Public Sector Equality Duty in section 149 of the Equality Act 2010 which requires them to have due regard to the need to:

    - eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act;
    - advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; and
    - foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

10. Members are also required to comply with Section 11 of the Children Act 2004, which places a duty on the council to ensure service functions, and those contracted out to others, are discharged having regard to the need to safeguard and promote the welfare of children.

11. Cabinet must read each individual EQIA (listed in Paragraph 17) in full and take their findings into consideration when determining whether to agree the 2021/22 efficiency proposals. Having 'due regard' requires Members to understand the consequences of the decision for those with the relevant protected characteristics and consider these alongside other relevant factors when making decisions. In addition, consideration of equality is an ongoing process and should use evidence from consultation and engagement activity and other data sources where appropriate.

12. 'Due regard' also means that consideration given to equality matters should be appropriate in the context of the decision being taken. This means Members should weigh up equality implications against any other relevant factors in the decision-making process. In this case the most significant other matters are:

    a. the statutory requirement to set a balanced budget;
    b. the ambitions the council has for Surrey as a place, which are set out in the Community Vision for Surrey in 2030 and the Organisation Strategy 2021-2026;
    c. and the demographic pressures facing the council's services that include a rising population with projected increases in the number of older residents and children and young people. Increases in these age groups are placing, and will continue to place, additional demands and pressures on adult and children's social care services and local schools.

Surrey County Council Efficiency Proposals 2021/22 – Individual Equality Impact Assessments

13. Officers have reviewed all efficiencies proposed for 2021/22 to determine which proposals require EQIAs and which do not. For those changes where residents are most likely to see differences in the way services are delivered, and where the equality implications are well defined at the time of setting the budget, individual EQIAs are included in **Appendices A – C** (pages 8 – 102)**.** These reflect the current position on EQIAs Cabinet has previously taken decisions on. Other proposals, where such implications will only be understood at a later date will be required to prepare EQIAs before formal decisions are taken by the relevant

Cabinet Member and Executive Director in respect of these efficiencies.

14. There are three EQIAs appended to assist Cabinet and Council to give due regard to the proposals outlined in the budget. Three of these have been reviewed by Cabinet to inform decision-making previously and have been updated to provide a current position for Members. EQIAs appended are:

    - Adult Social Care Transformational Efficiencies EQIA (updated from the version presented to Cabinet 28 January 2020)
    - Making Surrey Safer – Phase 2 (Surrey Fire and Rescue Service) EQIA (updated from the version to Cabinet 24 September 2019)
    - Home to School Transport Policy EQIA (agreed by the Cabinet Member for All-Age Learning on 31 January 2020)

15. Some efficiencies within the 2021/22 budget will not have any direct effect on residents or service delivery (such as budget adjustments and removal of vacant posts), and therefore are not considered within this report.

16. The following section assesses the council's proposed efficiencies for 2021/22 in a cross-cutting way and considers the cumulative impact of some of these changes.

Surrey County Council Efficiency Proposals 2021/22 – Cumulative Impact

17. Analysis of the EQIAs shows that the groups with the potential to be affected by multiple changes proposed in the efficiencies package for 2021/22 are:
    - Older adults, adults of all ages with physical, mental and learning disabilities and their carers;
    - Children and young people, including those with special educational needs and disabilities, and their families

    This analysis is based on the information contained in the EQIAs in Appendices A – C (pages 8 – 102).

Older adults, adults of all ages with physical, mental and learning disabilities and their carers

18. There are many positive **changes to Adult Social Care (ASC) services** for older and disabled adults of all ages in Surrey. They will be encouraged to explore what care and support family, friends and local communities can provide to meet their needs. Changes will also benefit disabled service users, by involving them more closely in the planning and delivery of their care and giving them more choice, control and independence, such as increasing the number of disabled service users receiving direct payments and more support from family, friends and local communities.

19. Carers will also benefit. Direct payments will offer carers more choice and support options as well as an increase in home adaptations and Technology Enabled Care that will enable more families to look after their family member at home.

20. However, there may be some negative impacts for some residents and their carers. Some decisions on placements for older and disabled people that are offered at a distance may lead to concerns from their family and networks about needing to travel to new care placements, and how care provided by family, friends and community networks can be quality assured for safeguarding purposes. Increased demand for services may also place voluntary, community and faith sector (VCFS) organisations we work with under further pressure, potentially risking their sustainability and gaps in services for some of Surrey's

most vulnerable residents.

21. Carers may also be concerned about what these changes mean for them and the people they care for and their wellbeing. They may feel obligated to take on more of a caring role, which could lead to issues in work-life balance if they are employed or have a more detrimental impact on their health if they are an older carer.

22. Older and disabled residents based in the Egham, Painshill and Banstead fire station service areas may also be concerned about changes to fire cover as part of the **Making Surrey Safer Phase Two changes**. Losing night cover from the affected stations and the implications of this were discussed during planning stages and risks mitigated through prevention and protection work.

Children and young people, including those with special educational needs and disabilities (SEND), and families

23. Efficiencies will continue to be delivered in 2021/22 through **changes to our Home to School Transport Policy**, which were agreed in January 2020. We ceased transport provision for children under the age of five to infant and primary school, who would have been eligible when they turned five years old; for children aged eight where they have been living more than two miles, but less than three, from their nearest school; and travel assistance for young people aged 17 to 18 to school or college.

24. These changes have positive and negative impacts for these young people and their families. For children aged under five and young people entering post-16 education, these changes were anticipated to incentivise families to find local education provision for them, leading to less distance to travel and with strengthened local support networks.

25. Negative impacts identified include that for some children aged 4, who will not necessarily start Reception class at the start of the academic year, possibly facing delayed access to education and be destabilising for Reception classes where children join during the academic year. Officers have also identified that some pre-school children could be restricted from accessing early intervention education placements where transport is a barrier.

26. Some young people entering post-16 education could be dissuaded from taking up a place if it was over a long distance, leading to reduced choice in educational establishments and opportunities.

27. Independent Travel Training for children and young people with SEND was introduced to support them using public transport safely on their own, strengthening their independence, and opening up a wider range of education and employment opportunities. However, some of their families are likely to remain concerned about their safety in using public transport and collection points, as well as their ability to manage unplanned circumstances.

28. We have put mitigations in place to manage these impacts, such as ongoing communication with affected families, working with schools and families to identify alternative travel arrangements to access their placements, strengthening the supply of local education provision through our placement strategy and continuing to offer independent travel training for children and young people with SEND.

29. Where necessary, travel assistance applications will be considered. Discretionary awards may be provided for children and young people on a case-by-case basis, depending on their specific needs or circumstances. For children and young people with SEND travelling independently, we will work with them to assess suitable collection points.

Surrey County Council Efficiency Proposals – Other Impacts

30. We will continue to change the way residents are able to contact the council and access some of its services. The **Customer Experience transformation** project will continue into 2021/22 to promote more digital and self-service options for customers and provide a single front door so access to council services is consistent and cost effective. The EQIA carried out for last year's budget remains valid as the people most likely to be affected by these changes are those with low levels of digital skills and people whose first language is one other than English, and have limited abilities to read or speak the language. The contact centre will continue to provide support for customers less able to use digital self-service channels over the telephone, and a telephone interpretation service would be offered to customers who need it.

31. An efficiency proposal for **on street parking charges** will also have equality implications. They are intended to (and do) improve access to local shops and businesses for residents (customers) by improving compliance with parking regulations and freeing up more parking space (increasing turnover). However, local traders and business owners are often most opposed to parking charges, and there are potential impacts from their introduction for some residents, for example, accessibility of pay and display machines for disabled residents (although not those with a blue badge). It is also recognised that some residents on lower incomes may be disadvantaged by these proposals. We will need to work with partners, such as district and borough councils, to identify locations and a full EQIA will be presented to Cabinet for a final decision later in the year when there is a fully developed proposal.

32. There are both transformation and capital funded projects underway to **make improvements to the countryside estate**, with £200,000 of efficiencies set to be delivered in 2021/22. Our aim is to broaden the visitor profile to our countryside sites by putting in facilities and information in place, such as Information Boards and play facilities, that increase accessibility and improve their experience. An early assessment suggests there will be positive impacts for children, young people and their families, people with disabilities and carers that support older and disabled residents. A full EQIA will be completed once the research elements to develop these initiatives is completed in February 2021. This will be considered by the Cabinet Member for Environment and Climate Change and the Director for Environment.

33. The **arrangements for Looked After Children (LAC)** as part of the wider Family Resilience Programme continue to ensure that all children with protected characteristics receive the right help at the right time as part of the continuing drive to improve services for children, young people and their families. We are strengthening our in-house foster care provision using practice approaches that enhance our support to foster carers and children, and so further improve stability and outcomes for our children in care. In parallel there is a renewed focus on utilising practice approaches to support children remaining in their families and for those already in our care, to achieve their reunification with their family where it is appropriate to do so.

34. A number of measures are being planned to contain costs related to the **Dedicated Schools Grant High Needs Block**. Some of these measures may impact residents and staff, and so as details are developed, EQIAs will be completed as appropriate. We are also considering options for introducing **charging for some of our processes within Children's Services**. As the details of these policies are developed, we will undertake full equality analysis ahead of introducing any changes.

35. There are also plans to bring in measures to **compensate for loss of income for Libraries, Registrations and Cultural Services**. COVID-19 has had a significant impact on the income of Libraries, Registration and Cultural Services. This has been outside the control of these services because the closure or partial closure of these services has been in response to changes in legislation introduced because of the Government's work to control the spread of the pandemic.

    Each service within this Group is working on income recovery plans that will be finalised later in the year. They are about re-starting fees and charges, predominantly in the Library service, that were suspended because of the limitations on service delivery because of the pandemic. We recognise that some residents on lower incomes may be disadvantaged by this re-introduction of fees and charges, so we will ensure enough notice is given about the change and work to publicise the change in an effective and timely manner.

    We will remind residents that overdue charges are not payable on children's or young adult books borrowed on early years', children's or young adult's tickets; promote the Open Ticket Adult is for anyone over 18 with a short or long-term medical condition that reduces library overdue charges by 50%; and encourage people to renew their books on-line to stop them becoming overdue and attracting charges.

36. As we move to delivering our **Libraries & Cultural Services Transformation Programme,** it is anticipated there will be equality implications**.** Officers will complete an EQIA for the transformation programme that will cover the following projects:

    - Property;
    - Workforce Development and Remodelling;
    - Co-design;
    - Technology and Operations

37. These specific projects/workstreams have been identified as having the potential to both positively and negatively impact residents with one or more of the protected characteristics. Officers will regularly review and update both the over-arching and individual EQIAs to reflect the proposals that are developed and refined over the course of the programme.

Mitigations

38. Services have developed a range of mitigating actions that seek to offset impacts of efficiency proposals on residents and staff with protected characteristics. Further details on specific mitigating activities can be read in the EQIAs appended to this report.

39. In general terms, the council's approach to mitigating impacts has been, or will be as strategic principles are developed into more formative proposals, to adopt one or more of the following:

    a. Putting service users and staff at the heart of service re-design, using co-design, consultation and engagement methods to produce services that are responsive and focus on supporting people that need them most. This means bringing together the right people early in the process to understand the issues and then deciding what can be done collectively to improve outcomes.

    b. Investing in preventative activity to help enable better outcomes earlier and avoiding having to resource high-cost intensive activity that leads to greater pressures on our budget.

c. Undertaking ongoing evaluation of the impacts of changes to services so we can build further evidence, and update our EQIAs, on who is affected by them, to refine and strengthen the mitigations that are in place and to document and respond to unforeseen negative impacts.

d. Providing tailored information to service users that are impacted negatively by efficiency proposals so they can draw on their own resources or seek further support either from the council or partner organisations.

e. Increasing opportunities for residents to access council services in new and easier formats, such as through the use of digital technologies. Additional support will be provided for residents who may need help to adapt to the new formats, such as some older or disabled people.

f. Ensuring any changes to staffing levels or staff structures are completed in accordance with the council's human resources policies and procedures and take account of the impact these changes have on the workforce profile. In particular, there may be positive career opportunities for staff with protected characteristics as a result of this activity.

g. Ensuring that staff with protected characteristics are fully supported with training and adjustments as appropriate to allow them to access the new ways of working the transformation proposals give rise to and for all staff to be equipped to support residents to do the same.

Conclusion

40. As part of our continued efforts to ensure the council remains financially sustainable, we are changing the way we deliver some services to residents. Some of these changes require Equality Impact Assessments to identify any groups with protected characteristics who may be impacted by these proposals. When taking a decision to set the budget, Members must use this paper to so they can discharge their duty to pay due regard to the equality implications of agreeing this package of efficiencies to balance the budget.

41. This report has summarised the main themes and potential impacts on residents arising from efficiency proposals for the 2021/22 year, as well as mitigating activity. The council continues to go through significant transformation, and we will continue to consider how these changes affect the most vulnerable residents and how we can support them to ensure that no-one is left behind.

42. **This summary report should only be read in conjunction with each individual EQIA**.

Appendix A - Equality Impact Assessment - Adult Social Care Transformational Savings 2021/22

Question		Answer
Did you use the EIA Screening Tool?		No

1. Explaining the matter being assessed

What policy, function or service change are you assessing?	Adult Social Care's vision is to promote people's independence and wellbeing. Delivering this vision will mean people: • Have access to information, advice and support in the community to help themselves and each other. • Build upon their strengths, with the same hopes and aspirations as everyone to work and to live independently. • Are supported to regain their skills and confidence after an illness or injury, so they can do things for themselves and stay independent. • Feel safe and experience health, social care and community partners working together to meet their needs. This vision for a modern service will be delivered through the ASC transformation programme. The key elements of this programme, which will deliver savings of **£8.7m** (of the total £11.9m) of ASC efficiency savings in 2021/22 will be: 1. **Care Pathway** – This programme will redesign the ASC front door where people are supported quickly, embed discharge to assess and provide short term reablement interventions for all – enabled by a skilled workforce and community prevention. This programme has a savings target of **£3.0m** in 2021/22. 2. **Learning Disability & Autism** – This programme will reshape services to increase the number of people with learning disabilities and autism that live

SURREY COUNTY COUNCIL

	more independently in their communities, with higher quality and integrated care and support, access to employment, travel training, life skills and friendship groups. This programme has a savings target of **£2.6m** in 2021/22. 3. **Accommodation with Care & Support** – This programme will increase the availability of different types of accommodation with care and support. Residents with care and support needs will have an improved quality of life and retain independence for longer. This programme has a savings target of **£1.5m** in 2021/22. 4. **Mental Health** – This programme will improve services for people with mental health needs. It will implement new service models for approved mental health professionals, older people services, working aged adult services, prisons, forensics and substance misuse, all of which will be focused on enhancing independence. This programme has a savings target of **£0.2m** in 2021/22. 5. **Market Management** – This programme will strengthen market management and the purchasing of care packages, resulting in increased cost predictability and value for money with stronger relationships. This programme has a savings target of **£1.4m** in 2021/22. 6. **Review In-House Services** – This programme will evaluate the future of in-house provision in line with Surrey County Council's strategy for accommodation with care and support, better meeting needs, complexity and improving value for money. No savings target has been set for this programme in 2021/22 but it is expected deliver savings in future years. 7. **Enabling You With Technology** – This programme will develop a universal digital telehealth and technology enabled care offer for people with eligible social care needs and self-funding Surrey residents, including a responder service. No savings target has been set for this programme in 2021/22 but it

	facilitates the savings planned across other programmes. There are also **£3.2m** of efficiencies planned outside of ASC's transformation programmes: • **£2.7m** relates to planned resolution of the funding of people's care where the Council believes individuals have a primary health need and so should qualify for Continuing Health Care funding, but this is disputed by the relevant Clinical Commissioning Groups. • **£0.5m** relates to the development and implementation of a new strategy for adults with Physical or Sensory Disabilities. ASC recognises that this cohort of people requires a new focus to ensure care and support is being delivered in the most appropriate, strength based and cost-effective ways.
Why does this EIA need to be completed?	The ASC transformation programme will mean wide ranging changes to policy, function and services affecting people who use services, their carers and our staff. This EIA will help us build up a profile of residents and staff with protected characteristics who may be affected by these changes. It will provide insight to help break down any barriers to accessing services, mitigate any potential negative impacts and maximise positive impacts. The EIA will help us meet our commitment in the Community Vision 2030 to "tackling inequality and ensuring no-one is left behind". Assessing the impact of these changes on different 'protected characteristic' groups is an important part of our compliance with duties under the Equality Act 2010. This EIA is not intended to support individual decisions around changes to service provision. To the extent that changes are proposed that require consultation and Cabinet approval, individual EIAs will be produced.
Who is affected by the proposals outlined above?	The proposals will affect: • People who use services and their carers • Adult Social Care staff

	• Surrey Choices (SCC's Local Authority Trading Company) • Independent Adult Social Care providers
How does your service proposal support the outcomes in the Community Vision for Surrey 2030?	• Everyone gets the health and social care support and information they need at the right time and place. • Communities are welcoming and supportive, especially of those most in need, and people feel able to contribute to community life.
Are there any specific geographies in Surrey where this will make an impact?	• County-wide

Briefly list what evidence you have gathered on the impact of your proposals	• Feedback from chief executives of our strategic user and carer partners at the ASC Partner Update meeting (every 2-months) where updates on the ASC transformation programme are shared
	• Meetings with Healthwatch Surrey (quarterly) to share feedback from residents
	• Provider Network meetings with representatives from Surrey Care Association and social care providers
	• Annual Adult Social Care service user survey
	• Biennial Adult Social Care carers survey
	• Quarterly analysis of complaints and compliments
	• On-going engagement with a wide range of networks:
	  • Disability groups/networks - including Local Valuing People Groups, Learning Disability Partnership Board, Autism Partnership Board, Surrey Positive Behaviour Support, Spelthorne Access Network, Surrey People's Group
	  • Older people groups - including Voluntary Action South West Surrey's Older People's Forum
	  • Commissioning user groups - including Surrey Hard of Hearing Forum, Long Term Neurological Conditions group, Surrey Vision Action Group, Surrey Deaf Community, Independent Mental Health Network, Disability Empowerment Network Surrey,

	• Carers' commissioning group • Seldom heard groups/equalities groups including Surrey Minority Ethnic Forum (SMEF), Surrey Faith Links • Clinical commissioning groups patient engagement forums • Integrated Care System communications and engagement groups • Surrey Heartlands Online Residents Panel • Staff sessions delivered by the Executive Director and members of Adults Leadership Team • Operational Managers Group meeting where senior managers meet with the Executive Director and members of Adults Leadership Team • Consultation on management changes in the reablement service • Adult Social Care & Public Health Directorate Equalities Group

2. Service Users / Residents

Age

Question	Answer
What information (data) do you have on affected service users/residents with this characteristic?	According to current projections, the population size for Surrey in 2020 is 1,208,400. This population is comprised of 954,100 people aged 17+ (79% of the total population). People aged 65+ represent 19.2% of the total Surrey population. It is estimated people aged 65+ will represent 20.1% of the Surrey population by 2024 and 22.2% by 2030. The overall effect of this is that Surrey's population is made up of a large and growing proportion of people aged over 65s, with the proportion of the over 85s growing at an even faster rate. Specifically, from 2020 to 2024, the population growth rate for over 65s is projected to be approximately 7% and the population growth rate for over 85s is projected to be 11%. During 2016-2018, men in Surrey had an average life expectancy at birth of 82 years and women 85 years old. The average life expectancy at birth for both sexes is higher than the national average, 80 and 83 years respectively. This suggests people, on average, live longer in Surrey compared to other parts of the country. However, life expectancy varies quite widely across wards within Surrey, mainly due to differences in level of deprivation. Between the most and least deprived wards in Surrey, there is a 10-year gap between men and a 14-year gap for women[1]. The Rapid Needs Assessment conducted in the aftermath of the first major coronavirus lockdown, identified reduced access to services particularly for digitally excluded individuals who do not have access to equipment or are unable to receive support remotely. Concerns about loss of contact with mental health services are especially serious for older adults with mental health disabilities such as dementia. According to most recent estimates there are 15,400 with dementia in Surrey although only 64% of these (10,000) have been officially diagnosed. This could rise as the population ages[2]. The number of people supported by Adult Social Care by age range:

Age Band	Number of open cases (17 Nov 2020)	% of open cases (17 Nov 2020)

[1] Surrey Health and Wellbeing Strategy, 2019
[2] Surrey Covid-19 Community Impact Assessment "Older people … Rapid Needs Assessment", 2020

Question	Answer		
	Under 18	211	1.0%
	18-44	3,939	19.4%
	45-54	2,134	10.5%
	55-64	2,747	13.5%
	65-74	2,619	12.9%
	75-84	3,598	17.7%
	85-94	4,138	20.4%
	95+	929	4.6%
	Not Known	3	0.0%
	Grand Total	**20,318**	**100.0%**
Impacts	Both		

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
+ Offer family carers of 70yrs+ more effective support and engagement in early planning for their adult child's future wellbeing, support and financial arrangements etc	These impacts were identified through on-going discussion with people who use services and carers in networks; co-design events; and on-	Identify family carers 70yrs+ and offer effective support and engagement using the family carers network to assist in conversations	31 March 2022	AD LD, Autism & Transition

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
+ Align our offer for young adults transitioning into adult services with the opportunities we are creating for working age adults eg travel training, support into employment, independent living	going dialogue with Healthwatch, chief executives of our strategic user and carer partners and Surrey Care Association	Align work with the 'Preparing for Adulthood - Next Steps' programme Improve the flow of information and data from Children's Services about children and young people expected to transition into Adult Social Care	31 March 2022	AD LD, Autism & Transition
+ It will encourage a more creative and age appropriate response by care providers in the services and opportunities they offer		Introduce more specificity to support plans with clearer outcomes and creative solutions to deliver best value for money Work with the market to grow the provision of independent living accommodation Ensure commissioners and care providers continue to co-design services with, and listen to the voices of, people who use services and their carers	31 March 2022	AD LD, Autism & Transition AD Commissioning
+ There may be opportunities for people with a learning disability over 65 years of age to move to more age		Continue to secure personalised packages of care to meet the changing needs of people over 65 years of age	31 March 2022	AD LD, Autism & Transition

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
appropriate services with their peer age group				
+ Residents of all ages will be encouraged to explore the care and support their family, friends and local community can provide to meet their needs, encouraging creativity and people to continue to play an active part in their community		Continue to embed strengths-based practice - a collaborative approach between the person and those supporting them, to determine an outcome that draws on the person's strengths and assets	31 March 2022	Area Directors and Assistant Directors (ADs)
+ Reablement services will support more older people in a community setting, rather than simply on discharge from hospital		On-going development of a therapy led reablement service	31 March 2022	Area Director Service Delivery (AD Service Delivery)
+ Technology Enabled Care (telehealth and telecare) will support people of all ages to live independently in the community and provide reassurance to their family/carer		Strengthen the range of Technology Enabled Care on offer to people	31 March 2022	Head of Resources
- Older residents may not have the same ability to access community-based support services because of their mobility, cognition etc		Explore how family, friends and the local community can support older residents to access community-based services	31 March 2022	ADs

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
- The shift towards more creative and informal care may generate anxiety for people of all ages		Ensure staff take the time to listen to, and respond to, anxieties so that people of all ages feel reassured	31 March 2022	ADs
- Decisions around placements may mean older people needing residential/nursing care, are offered a setting at a distance from their family and networks		Look for creative ways to make the setting on offer work for families Facilitate a broad discussion with families including the option of top-up arrangements ('additional cost' of providing preferred accommodation, over and above the amount in a person's personal budget) to extend choice	31 March 2022	ADs AD Commissioning Head of Resources
- There may be increasing demands placed upon the voluntary, community and faith sector from people of all ages		Continue to work with partners to support and expand the role of the voluntary, community and faith sector	31 March 2022	AD Commissioning
- There may be quality assurance and safeguarding issues around the care provided by family, friends and community networks for people of all ages, how this		Ensure staff are equipped to support people in taking proportionate risks and safeguarding procedures are adhered to	31 March 2022	ADs AD Commissioning

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
is assured and to whom concerns should be raised				

Question	Answer
What other changes is the council planning/already in place that may affect the same groups of residents? **Are there any dependencies decisions makers need to be aware of**	• 'Preparing for Adulthood - Next Steps' programme will help to prepare young people with a disability in transition for independent living, employment, using public transport etc

Question	Answer
Any negative impacts that cannot be mitigated? Please identify impact and explain why	There are no negative impacts that cannot be mitigated

Disability

Question	Answer
What information (data) do you have on affected service users/residents with this characteristic?	In the 2011 census, 13.5% of the population in Surrey declared they had a disability or life-limiting long-term illness. 0.9% of the population aged 18-64 years old in Surrey in 2019, were recipients of Disability Living Allowance (DLA). This follows a three-year trend of reduced numbers of people receiving DVL in Surrey. DVA provides a contribution towards the disability-related extra costs of severely disabled people before the age of 65. 4.1% of the population aged 65+ in Surrey in 2019, were recipients of Attendance Allowance (AA). AA provides a contribution towards the disability-related extra costs of severely disabled people who are aged 65+. To qualify, people must have needed help with personal care for at least 6 months[3].

[3] Surrey-i, 2020

Question	Answer
	66% of adults with learning disabilities in Surrey in 2017/18, lived in settled accommodation. This is below the national average which shows approximately 77% of adults with learning disabilities live in settled accommodation[4]. Analysis of data from the Understanding Society study found that, taking account of pre-pandemic trajectories, mental health has worsened substantially (by 8.1% on average) as a result of the pandemic. Groups have not been equally impacted; young adults and women – groups with worse mental health pre-pandemic – have been hit hardest. There may also be a greater impact on people with pre-existing long-term conditions and those are clinically vulnerable (shielding) as well as those with drug and alcohol dependencies. In Surrey there are currently 40,164 people on the NHS shielding list and 161,492 reported as to have one or more long-term conditions[5]. Whilst the percentage of disabled adults not using the internet has been declining, in 2018, it was 23.3% compared with only 6.0% of those without a disability[6]. Number of people supported by Adult Social Care by primary reason for support:

Primary Support Reason	Number of open cases (17 Nov 2020)	% of open cases (17 Nov 2020)
Physical Support - Personal Care Support	7,946	39.1%
Learning Disability Support	3,900	19.2%
Social Support - Support to Carer	2,331	11.5%
Mental Health Support	1,968	9.7%
Physical Support - Access and Mobility Only	1,290	6.3%

4 Surrey Health and Wellbeing Strategy, 2019
5 Surrey Covid-19 Community Impact Assessment "Mental health Rapid Needs Assessment", 2020
6 Exploring the UK's digital divide, ONS, 4 March 2019

Question	Answer		
	Short term support (unclassified)	1,357	6.7%
	Support with Memory and Cognition	927	4.6%
	Sensory Support - Support for Visual Impairment	172	0.8%
	Social Support - Support for Social Isolation / Other	171	0.8%
	Sensory Support - Support for Hearing Impairment	117	0.6%
	Social Support - Substance Misuse Support	70	0.3%
	Sensory Support - Support for Dual Impairment	68	0.3%
	Social Support - Asylum Seeker Support	1	0.0%
	Grand Total	**20,318**	**100.0%**
Impacts	Both		

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
+ Commissioners and care providers will continue to co-design new services and listen to the voice of people with a disability in shaping services to meet need	These impacts were identified through on-going discussion with people who use services and carers in networks; co-design events; and on-	Work to co-design and reshape services by listening to the voice of people with a disability through our user and carer partners and networks	31 March 2022	AD Commissioning Managing Director Surrey Choices

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
+ It will create opportunities for people with a disability to explore alternative community-based solutions and different living arrangements	going dialogue with Healthwatch, chief executives of our strategic user and carer partners and Surrey Care Association	Continue to embed strengths-based practice On-going implementation of the Surrey Choices 'changing days' programme	31 March 2022	ADs AD Commissioning Managing Director Surrey Choices
+ Residents with a disability will be encouraged to have a more detailed discussion, exploring what care and support their family, friends and local community can provide to meet their needs, encouraging creativity and people to continue to play an active part in their community		Continue to embed strengths-based practice Continue to grow staff's knowledge of local community-based resources	31 March 2022	ADs
+ There will be a focus upon ensuring people with a disability have access to universal health care and screening at the right age/time in their lives		Work with health and community partners to deliver the LD Health/Complex Needs change programme	31 March 2022	AD LD, Autism & Transition
+ Reablement services are being reshaped to support more people with a disability in a community setting, rather than simply on discharge from hospital		On-going development of a therapy led reablement service	31 March 2022	AD Service Delivery

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
+ A more holistic approach to all aspects of people's mental health care and support		On-going work across the system to combine services and integrate the approach to mental health with physical health and social wellbeing Continued professional development of mental health staff including Care Act, strengths-based practice, motivational interviewing etc	31 March 2022	Deputy Director
+ Technology Enabled Care (telehealth and telecare) will support people with a disability to live independently in the community and provide reassurance to their family/carer		Strengthen the range of Technology Enabled Care on offer to people	31 March 2022	Head of Resources
+ Expanding the development of new supported independent living provision will mean people with disabilities are offered a setting closer to their family and support network		Continue delivering the 'Move On' project to support people to move from residential to independent living Continue delivering the programme of deregistration to support providers shift from residential to independent living	31 March 2022	AD, Learning Disabilities, Autism & Transition AD Commissioning

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
- Placing people with a disability in community (rather than residential) settings may be perceived by families/local residents as a risk to the individual and the community		Ensure people are equipped and their needs are suitable to access community resources Ensure robust safeguarding arrangements are in place Use success stories to reassure families/local residents	31 March 2022	AD, Learning Disabilities, Autism & Transition Managing Director Surrey Choices
- The shift towards more creative and informal care may generate some initial anxiety for people with a disability		Ensure staff take the time to listen to, and respond to, anxieties so that people and their families feel reassured	31 March 2022	ADs
- There may be increasing demands placed upon the voluntary, community and faith sector from people with a disability		Continue to work as part of Local Joint Commissioning Groups to support and expand the role of the voluntary, community and faith sector	31 March 2022	AD Commissioning
- There may be quality assurance and safeguarding issues around the care provided by family, friends and community networks for people with a disability, how this is assured and to whom concerns should be raised		Ensure staff are equipped to support people in taking proportionate risks and safeguarding procedures are adhered to	31 March 2022	ADs

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
- Any shift towards digital could disadvantage people with a disability who are less likely to use the internet, encounter more physical difficulties using digital etc		Ensure people with a disability are able to access information and advice and have options in how they contact ASC Continue to promote programmes to develop digital skills and inclusion amongst our client group	31 March 2022	Deputy Director Head of Resources

Question	Answer
What other changes is the council planning/already in place that may affect the same groups of residents? **Are there any dependencies decisions makers need to be aware of**	• 'Preparing for Adulthood - Next Steps' programme will help to prepare young people with a disability in transition for independent living, employment, using public transport etc.

Question	Answer
Any negative impacts that cannot be mitigated? Please identify impact and explain why	There are no negative impacts that cannot be mitigated

Race including ethnic or national origins, colour or nationality

Question	Answer
What information (data) do you have on affected service users/residents with this characteristic?	According to the 2011 Census data, Surrey is less diverse than England as a whole with 83.5% of the population reporting their ethnic group as White British compared with 79.8% in England. Generally, the Black, Asian and Minority Ethnic (BAME) population in Surrey is rather disperse across the county. Woking is the most diverse local authority in Surrey with 16.4% of its population from non-white ethnic groups. Waverley is the least diverse with 90.6% White British. Spelthorne has the highest proportion of Indian ethnic group (4.2%) and Woking has the highest proportion of Pakistani ethnic group (5.7%). Black and minority ethnic men tend to have poorer access to healthcare for a range of services, including mental health, screening and testing. Some groups of international migrants in the UK avoid the use of the NHS because of the current NHS charging regime for migrants or through fear of their data being shared with the Home Office for immigration enforcement purposes. Maternal and infant outcomes remain very poor for many women from BAME groups, particularly among those women who have recently migrated to the UK. Women from Asian and Black African communities, women living in poverty, and women seeking refuge and asylum are significantly more likely to die in childbirth compared to their White British counterparts[7]. **Number of people supported by ASC cases as at 17 Nov 2020 by Ethnicity[8]**

Ethnicity	Number of open cases (17 Nov 2020)	% of open cases (17 Nov 2020)
Asian / Asian British		
Indian	201	1.0%
Pakistani	204	1.0%
Bangladeshi	41	0.2%
Chinese	49	0.2%

[7] Surrey Covid-19 Community Impact Assessment "BAME Rapid Needs Assessment", 2020
[8] ASC LAS system [17 November 2020]

Question	Answer		
	Any other Asian background	183	0.9%
	Black / African / Caribbean / Black British		
	African	89	0.4%
	Caribbean	86	0.4%
	Any other Black / African / Caribbean background	43	0.2%
	Other ethnic group		
	Arab	29	0.1%
	Other	109	0.5%
	White		
	English / Welsh / Scottish / Northern Irish / British	16,462	81.0%
	Irish	207	1.0%
	Gypsy or Irish Traveller	19	0.1%
	Any other White background	604	3.0%
	Mixed / multiple ethnic groups		
	White and Black Caribbean	52	0.3%
	White and Black African	21	0.1%
	White and Asian	49	0.2%
	Any other mixed / multiple ethnic background	204	1.0%
	No data		

Question	Answer		
	Refused	66	0.3%
	Un-declared / Not known	1,600	7.9%
	Grand Total	**20,318**	**100.0%**
Impacts	Both		

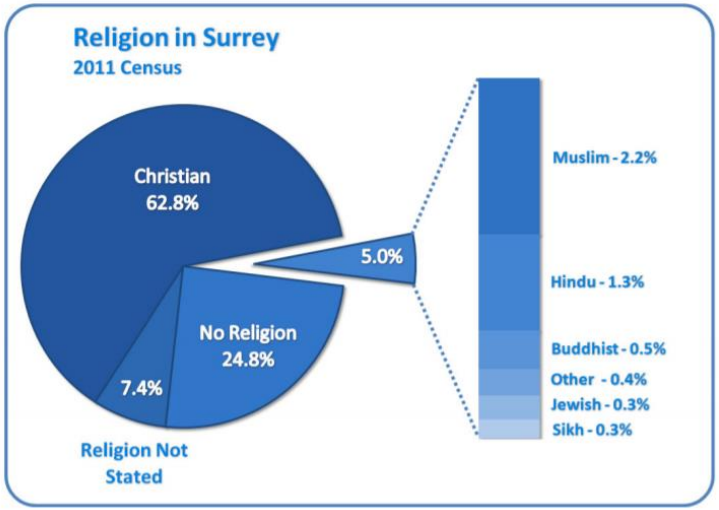
Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
+ People of different races will be encouraged to explore support available from within their community	These impacts were identified through on-going discussion with people who use services and carers in networks; co-design events; and on-going dialogue with Healthwatch, chief executives of our strategic user and carer partners and Surrey Care Association	Continue to embed strengths-based practice Continue to grow staff's knowledge of local community-based resources	31 March 2022	ADs
- People for whom English is a second language may find it difficult to communicate with Adult Social Care		Continue to ensure information and advice is accessible Ensure translation is arranged to enable people to make their voice heard	31 March 2022	Deputy Director

Question	Answer
What other changes is the council planning/already in place that may affect the same groups of residents? **Are there any dependencies decisions makers need to be aware of**	-

Question	Answer
Any negative impacts that cannot be mitigated? Please identify impact and explain why	There are no negative impacts that cannot be mitigated

Religion or belief including lack of belief

Question	Answer
What information (data) do you have on affected service users/residents with this characteristic?	



Religion

Surrey

Indicator	Value	% this area	Surrey %
Christian	711,110	62.8%	62.8%
All non Christian religions	56,390	5.0%	5.0%
Hindu	15,018	1.3%	1.3%
Muslim	24,378	2.2%	2.2%
All other religions	16,994	1.5%	1.5%
People with no religion	280,814	24.8%	24.8%

This is a person's current religion, or if the person does not have a religion, 'no religion'. No determination is made about whether a person was a practicing member of a religion. Unlike other census questions where missing answers are imputed, this question was voluntary, and where no answer was provided the response is categorised as 'Not stated'.

The number of people supported by Adult Social Care by religion[9]

Religion	Number of open cases (17 Nov 2020)	% of open cases (17 Nov 2020)
Buddhist	39	0.2%
Christian	10,110	49.8%
Hindu	108	0.5%
Jehovah Witness	67	0.3%
Jewish	60	0.3%
Muslim	330	1.6%

[9] ASC LAS system [17 November 2020]

Question	Answer		
	Sikh	37	0.2%
	Other	469	2.3%
	Declined / Refused	1,059	5.2%
	No Religion or Belief / None	2,663	13.1%
	Un-declared / Not known	5,376	26.5%
	Grand Total	**20,318**	**100.0%**
Impacts	Both		

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
+ People with a religion or belief system will be encouraged to access support from within their faith community	These impacts were identified through on-going discussion with people who use services and carers in networks; co-design events; and on-going dialogue with Healthwatch, chief executives of our strategic user and carer partners and Surrey Care Association	Continue to embed strengths-based practice Continue to grow staff's knowledge of local community- based resources	31 March 2022	ADs

Question	Answer
What other changes is the council planning/already in place that may affect the same groups of residents? **Are there any dependencies decisions makers need to be aware of**	-

Question	Answer
Any negative impacts that cannot be mitigated? Please identify impact and explain why	There are no negative impacts that cannot be mitigated

Carers protected by association

Question	Answer
What information (data) do you have on affected service users/residents with this characteristic?	Carers look after family, partners or friends in need of help because they are ill, frail or have a disability. The care they provide is unpaid'[10]. Carers are the largest source of support for disabled and vulnerable people and the most significant form of 'social capital' in our communities. Effective support for carers is therefore critical for the effective delivery of both health and social care services. Based on the 2011 Census and population projections we can estimate that there were 115,216 carers of all ages living in Surrey in 2016, this equates to 10% of the population[11]. Based on the Valuing Carers 2015 research, these carers save the public purse an estimated £1.8 billion a year in Surrey. The figure for the UK is estimated at £132 billion[12]. Support for carers in the community is an important factor in preventing emergency admission. Taking the number of carers from the 2011 census, it is estimated there will be 124,176 carers in Surrey (8% growth) by 2025. This equates to 10% of the Surrey population, which although large, is lower than the 13% of the UK population to have some sort of a caring responsibility. The impact of caring can be detrimental to carers' health owing to a number of factors, including stress related illness or physical injury. Carers may experience financial hardship as a result of their caring role. The impact of caring is partly dependent on the number of hours spent caring. Other factors might include whether a carer is in employment, and for older carers there is an impact on health. Surrey's ageing population means that more 65+ are caring for the 'older-old'. Many are also still in paid employment or grandparents juggling caring responsibilities with looking after grandchildren. There are currently about 30,740 carers aged 65+ in Surrey, of whom 1 in 10 are 85+. The number of older carers is expected to grow to 36,000 by 2025 and indeed older carers account for about 60% of the projected increase in carers of all ages. Older carers spend substantially more hours per week caring, which has consequences for their physical and mental health. Health outcomes generally worsen with the number of

10 Action for Carers Surrey. Working definition of a carer. Available from: http://www.actionforcarers.org.uk/what-we-do/
11 Office for National Statistics. 2011 Census and population projections. Available from: https://www.ons.gov.uk/census/2011census/2011censusdata
12 Carers UK. Valuing Carers 2015 – The Rising Value of Carers' Support, 2015. Available from: http://www.carersuk.org/for-professionals/policy/policy-library/valuing-carers-2015

Question	Answer
	hours spent caring or in those experiencing strain caused by their responsibilities. Carers report mental health problems including depression and may also risk physical injuries such as back strain. Carers are also at higher risk of death or life-changing impacts from heart attacks and strokes[13]. The 'Kids Who Care' survey of over 4,000 school children showed that one in twelve (8%) had caring responsibilities, equating to some 700,000 young carers in the UK – four times the number identified in the 2001 Census (175,000)[14]. Based on the projected population of young people aged 5-17 years, this suggests that in 2016 there may be approximately 14,750 young carers aged 5-17 living in Surrey[15]. Based on the 2011 Census, Surrey's 2016 projected BAME carers population was 18,817 (16.3% of the total carers population); this group has been identified as facing difficulties in accessing and using support services for carers for several reasons, such as language barriers and a lack of culturally-appropriate information[16]. Based on the 2011 Census, it is estimated that there are higher numbers of female carers in Surrey. The proportion is the highest in the 16-64 age group, where 60% of carers are female - this increases to 67% where caring for 50+ hours per week. The 85+ age group is an exception to this where the majority of carers (57%) are male. This increases to 58% for carers aged 85 and over who are caring for more than 20 hours per week[17]. Surrey has higher expected numbers of carers of people with a learning disability than in other parts of the country, due to a historic, disproportionately high learning disability population. Number of Carers known to ASC as at 17 November 2020 by age:

Carers Age Band	Number of Carers	% of carers
Under 18	2	0.1%
18-44	239	8.8%

[13] The Independent Annual Report of the Director of Public Health Surrey County Council, 2018
[14] Conducted for the BBC by the University of Nottingham in 2010
[15] Surrey CC Joint Strategic Needs Assessment, 2017
[16] Surrey Carers Commissioning Group: 2016 review of support offered to BAME carers reported to Integrated Care Partnership (ICP) Board
[17] Surrey CC Joint Strategic Needs Assessment, 2017

Question	Answer		
	45-54	595	21.9%
	55-64	803	29.5%
	65-74	524	19.3%
	75-84	374	13.8%
	85-94	165	6.1%
	95+	14	0.5%
	Not Known	3	0.1%
	Grand Total	**2,719**	**100.0%**
Impacts	Both		

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
+ Direct payments will offer carers more choice and support options	These impacts were identified through on-going discussion with people who use services and carers in networks; co-design events; and on-going dialogue with Healthwatch, chief executives of our strategic user and carer partners and Surrey Care Association	Strengthen support mechanisms to enable carers to use direct payments	31 March 2022	AD Commissioning
+ Increase home adaptations to encourage and enable families to look after their adult family member at home		Work with district and borough councils to ensure home adaptations are undertaken with pace	31 March 2022	ADs
+ Carers may benefit from the reassurance offered by Technology Enabled Care, whereby the person they care for is being supported by a		Strengthen the range of Technology Enabled Care on offer to people	31 March 2022	Head of Resources

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
monitoring and responder service		Ensure carers understand the benefits of Technology Enabled Care		
+ Continue to offer carers of people with disabilities effective support and engagement in planning for their loved one's future wellbeing and support		Continue to embed strengths-based practice Continue to ensure carers are offered an assessment in their own right	31 March 2022	ADs
- Carers may be resistant to, and feel anxious about, change		Continue to involve carers in the co-design of new services Provide clear communication to help carers understand why and how services are changing Listen to carers concerns and reflect these into service design	31 March 2022	AD Commissioning ADs
- Carers may feel obliged to take on more of a caring role		Continue to support carers in their caring role Monitor the use of carers' services to ensure equitable access Ensure carers are assessed in their own right and have a support plan	31 March 2022	ADs

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
		Ensure any young carers are identified and given support		

Question	Answer
What other changes is the council planning/already in place that may affect the same groups of residents? **Are there any dependencies decisions makers need to be aware of**	-

Question	Answer
Any negative impacts that cannot be mitigated? Please identify impact and explain why	There are no negative impacts that cannot be mitigated

3. Staff

Age

Question	Answer
What information (data) do you have on affected service users/residents with this characteristic?	11% of the HW & ASC workforce are under 30 years old compared to 13% council wide. 46% of the HW & ASC workforce are over 50 years old, rising to 56% in Service Delivery. This compares to 41% of the council wide workforce[18].
Impacts	Both

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
+ The review of organisational structure and accountabilities may create opportunities for staff of all ages to develop new skills and to take on new roles and responsibilities	These impacts were identified through on-going discussion with staff in Staff Sessions and at Operational Managers Group meetings Further supporting evidence will be gathered as we co-design the establishment review in the Care Pathway	Ensure any review of organisational structure and accountabilities is supported by HR and formal consultation SCC change management policies and processes followed A variety of communication and engagement methods will be used to ensure all staff	31 March 2022	ADs AD Service Delivery Head of Resource

[18] SAP, Nov 2020

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
	programme; and as part of Review In-House Services programme in 2021/22	are able to access information and respond to it Support in place to facilitate redeployment opportunities		
+ The review of organisational structure may create new entry level roles to support young people/or people of any age to join the workforce and benefit from professional development through the apprenticeship programme		Consider opportunities for apprentice and entry level roles across the service open to all candidates Consider the potential for positive action for young people	31 March 2022	ADs AD Service Delivery Head of Resource

Question	Answer
What other changes is the council planning/already in place that may affect the same groups of residents? **Are there any dependencies decisions makers need to be aware of**	Subject to the collective bargaining process and committee agreement, the 2021 Pay award will impact staff positively by increased pay for those with headroom in their grade. The current pay offer also includes proposals for unsociable working payments for staff up to PS8. There is a £95,000 cap on exit payment for public sector staff from 4 November 2020. In addition, there are further changes under consultation regarding the Local Government Pension Scheme the impact of which is that severance benefits for longer serving and staff aged 55+ may be negatively impacted

Question	Answer
Any negative impacts that cannot be mitigated? Please identify impact and explain why	There are no negative impacts that cannot be mitigated

Disability

Question	Answer
What information (data) do you have on affected service users/residents with this characteristic?	2.22% of the HW and ASC workforce have declared a disability compared to 2.51% of the council wide workforce[19].
Impacts	Both

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
+ The property portfolio review, which includes the closure of County Hall will enable staff with a disability to work in a more flexible and agile way in more accessible and modern buildings	These impacts were identified through on-going discussion with staff in Staff Sessions and at Operational Managers Group meetings Further supporting evidence will be gathered as we co-design the establishment review in the Care Pathway programme; and as part of Review In-House Services programme in 2021/22	Move towards a more flexible and agile way of working as part of the Council's agile working programme	31 March 2022	ADs Head of Resource
- Any change to organisation structure or location could mean staff with a disability may find travelling to carry out their duties more challenging		Ensure any review of organisational structure and accountabilities is supported by HR and a formal consultation process Ensure staff are engaged and consulted regarding changes	31 March 2022	ADs AD Service Delivery Head of Resource

[19] SAP, Nov 2020

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
		to location, reasonable adjustment and Work Base Relocation Grant etc Move towards a more flexible and agile way of working as part of the Council's agile working programme		
- Any shift to more remote working may disadvantage disabled staff		Reasonable adjustment will continue to be made to support disabled staff to work remotely and have easy access to digital equipment	31 March 2022	ADs AD Service Delivery Head of Resource

Question	Answer
What other changes is the council planning/already in place that may affect the same groups of residents? **Are there any dependencies decisions makers need to be aware of**	• Moving out of County Hall (MOOCH) will involve the relocation of the civic hub to Woodhatch near Reigate and a redistribution of staff within the county • Agile working – will provide people with the tools to work from any location. It will not apply to every role and every individual but focuses on the principle that work is something we do not somewhere we go

Question	Answer
Any negative impacts that cannot be mitigated? Please identify impact and explain why	There are no negative impacts that cannot be mitigated

Sex

Question	Answer
What information (data) do you have on affected service users/residents with this characteristic?	84% of the HW and ASC workforce are female, and this rises to 87% of the workforce in Service Delivery[20].
Impacts	Both

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
- Any change to organisation structure or location could mean female staff are disproportionately impacted	These impacts were identified through on-going discussion with staff in Staff Sessions and at Operational Managers Group meetings Further supporting evidence will be gathered as we co-design the establishment review in the Care Pathway programme; and as part of Review In-House Services programme in 2021/22	Ensure any review of organisational structure and accountabilities is supported by HR and a formal consultation process SCC change management policies and processes will be followed A variety of communication and engagement methods will be used to ensure all staff are able to access information and respond to it Support in place to facilitate redeployment opportunities.	31 March 2022	ADs AD Service Delivery Head of Resource

[20] SAP, Nov 2020

Question	Answer
What other changes is the council planning/already in place that may affect the same groups of residents? **Are there any dependencies decisions makers need to be aware of**	• Moving out of County Hall (MOOCH) will involve the relocation of the civic hub to Woodhatch near Reigate and a redistribution of staff within the county • Agile working – will provide people with the tools to work from any location. It will not apply to every role and every individual but focuses on the principle that work is something we do not somewhere we go

Question	Answer
Any negative impacts that cannot be mitigated? Please identify impact and explain why	There are no negative impacts that cannot be mitigated

Carers protected by association

Question	Answer
What information (data) do you have on affected service users/residents with this characteristic?	The following data is taken from a Council wide survey for carers completed in 2019[21]. Due to the way data was gathered it is not possible to extrapolate data specifically related to the HW & ASC workforce. • 68.3% of participants are managing a fulltime job on top of their caring role. • 76.7% were in the age range of 40-69, this is in contrast to the national peak age for caring which is between 45-64 years. • 84.41% were female, this does not represent the national picture of 48% male. • 57.44% of staff said that their line manager knew of their caring role
Impacts	Both

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
+ Cultural shift towards more agile and flexible way of working will enable staff to better balance work and accommodate caring responsibilities	These impacts were identified through on-going discussion with staff in Staff Sessions and at Operational Managers Group meetings	Move towards a more flexible and agile way of working as part of the Council's agile working programme	31 March 2022	ADs AD Service Delivery Head of Resource
- Any change to organisation structure or location could mean staff with a caring responsibility find travelling to	Further supporting evidence will be gathered as we co-design the establishment review in the Care Pathway programme; and as part of	Ensure any review of organisational structure and accountabilities is supported by HR, a formal consultation process, Work Base Relocation Grant etc	31 March 2022	ADs AD Service Delivery Head of Resource

[21] Surrey County Council Supporting Staff Carers' Survey Report 2020

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
carry out their duties more challenging	Review In-House Services programme in 2021/22	Ensure reasonable adjustments continue to be made		

Question	Answer
What other changes is the council planning/already in place that may affect the same groups of residents? **Are there any dependencies decisions makers need to be aware of**	• Moving out of County Hall (MOOCH), this will involve the relocation of the civic hub to Woodhatch near Reigate and a redistribution of staff within the county. • Agile working – will provide people with the tools to work from any location. It will not apply to every role and every individual but focuses on the principle that work is something we do not somewhere we go.

Question	Answer
Any negative impacts that cannot be mitigated? Please identify impact and explain why	There are no negative impacts that cannot be mitigated

4. Amendments to the proposals

CHANGE	REASON FOR CHANGE
No changes have been made as a result of this EIA	-

5. Recommendation

Based your assessment, please indicate which course of action you are recommending to decision makers. You should explain your recommendation below.

Outcome Number	Description	Tick
Outcome One	**No major change to the policy/service/function required.** This EIA has not identified any potential for discrimination or negative impact, and all opportunities to promote equality have been undertaken	
Outcome Two	**Adjust the policy/service/function** to remove barriers identified by the EIA or better advance equality. Are you satisfied that the proposed adjustments will remove the barriers you identified?	
Outcome Three	**Continue the policy/service/function** despite potential for negative impact or missed opportunities to advance equality identified. You will need to make sure the EIA clearly sets out the justifications for continuing with it. You need to consider whether there are: • Sufficient plans to stop or minimise the negative impact • Mitigating actions for any remaining negative impacts plans to monitor the actual impact.	X
Outcome Four	**Stop and rethink** the policy when the EIA shows actual or potential unlawful discrimination (For guidance on what is unlawful discrimination, refer to the Equality and Human Rights Commission's guidance and Codes of Practice on the Equality Act concerning employment, goods and services and equal pay).	

SURREY COUNTY COUNCIL

9

Question	Answer
Confirmation and explanation of recommended outcome	The ASC transformation programme is evolutionary in approach, building upon changes to the way care and support services are delivered that have been underway for a number of years. There will be many positive impacts for people who use services and their carers arising from the ASC transformational changes in 2021/22. For example, we will build upon people's strengths and help them stay connected to their community, extend reablement to all client groups in a community setting; continue to reshape our learning disability services to offer more creative, community-based options; continue to improve mental health and care in Surrey etc. However, the 'easy wins' to deliver savings have long since been implemented. With the need to save a further £11.5m in 2021/22, it is acknowledged that whilst actions are in place to mitigate and minimise negative impacts it will be difficult to do so in all cases. For example: • Decisions around placements may mean people needing residential and nursing care, are offered settings at a distance from their family. • Tough conversations with people, their families and carers about what ASC can do and what they need to do. • Increasing demands upon the voluntary, community and faith sector to support people in the community. • Quality assurance and safeguarding issues around the care provided by family, friends and community networks. • Carers may feel obliged to take on more of a caring role and anxious about change. ASC is absolutely committed to providing a consistent and good quality service where it is needed most, but also has to do so within the financial and other resources available to the Council.

6a. Version control

Version Number	Purpose/Change	Author	Date
v1	Initial draft	Kathryn Pyper	23 November 2020
v2	Inclusion of staff data from HR	Kathryn Pyper	27 November 2020
v3	Changes to descriptions of savings	Kathryn Pyper	27 November 2020
v4	Amendments in response to corporate feedback	Kathryn Pyper	8 December 2020

Version Number	Purpose/Change	Author	Date
v5	Feedback from Directorate Equalities Group (DEG) and ASC's final 2021-26 MTFS budget submission	Kathryn Pyper & Wil House	16 December 2020

The above provides historical data about each update made to the Equality Impact Assessment.

Please do include the name of the author, date and notes about changes made – so that you are able to refer back to what changes have been made throughout this iterative process.

For further information, please see the EIA Guidance document on version control.

6b. Approval

Approved by*	Date approved
Simon White, Executive Director, Adult Social Care	14 December 2020
Sinead Mooney, Cabinet Member for Adult Social Care	14 December 2020
Directorate Equality Group	14 December 2020

EIA Author	Kathryn Pyper

*Secure approval from the appropriate level of management based on nature of issue and scale of change being assessed.

6c. EIA Team

Name	Job Title	Organisation	Team Role
Kathryn Pyper	Senior Programme Manager	Adult Social Care, SCC	Equalities and Diversity lead for Adult Social Care
Hannah Dwight	HR Business Partner	HR & OD, SCC	Workforce
Linda Fernandez	Information Analyst	Adult Social Care, SCC	Information Analyst
Wil House	Strategic Finance Business Partner for ASC	Resources, SCC	Finance

9

Name	Job Title	Organisation	Team Role
Deborah Chantler	Senior Principal Solicitor	Legal Services, SCC	Legal

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Annex B - Making Surrey Safer – Implementation of Community and Business Safety and new Crewing Models

Question	Answer
Did you use the EIA Screening Tool? (Delete as applicable)	Yes

1. Explaining the matter being assessed

What policy, function or service change are you assessing?	**Making Surrey Safer – Our Plan for 2020 - 2023** The vision of Surrey Fire and Rescue Service (SFRS) is to make Surrey a safer place to live, work, travel and do business. The findings of Her Majesty's Inspectorate of Constabulary and Fire & Rescue Services (HMICFRS) further highlighted the changes that need to be made to meet the needs of our communities and for service provision in 2018. Surrey - HMICFRS (justiceinspectorates.gov.uk) To achieve this in an ever-changing environment, we are having to think differently about how we deliver our prevention, protection and response activities and finding better ways of working with partners, residents and businesses. The detail of how we are doing this is set out in Making Surrey Safer – Our Plan 2020-2023 ("Our Plan"). Surrey Fire and Rescue Service's Making Surrey Safer Plan 2020 - 2023 (PDF) (surreycc.gov.uk) Our Plan makes the following proposals: • To spend more time on community and business safety prevention and protection activities to reduce the likelihood of emergencies. This means educating people and businesses about the risks of fire and other emergencies, and how to prevent them. This will realign our resources to meet the risk in Surrey and this will ensure that we deliver public value.

SURREY COUNTY COUNCIL

9		• To increase availability of crews at Haslemere and Walton over during weekends, during the days, which will improve our resilience for specific risks including water and wildfire. • To maintain the number of fire stations in Surrey and change how some of them are crewed. Changes are proposed in the Banstead, Camberley, Egham, Fordbridge, Guildford, Painshill and Woking areas. Camberley, Fordbridge, Guildford and Woking will have one frontline appliance immediately available fire engine available of a night, rather than two. There will be no dedicated night time response cover for Egham, Banstead and Painshill. Night time cover at these locations would come from neighbouring fire stations. The response for the first appliance, would continue, on average, to be less than 10 minutes. • To increase the number of On Call firefighters in Surrey. We will do this by improving the attractiveness of the role and by increasing the area we can recruit from. This will further improve our availability to respond. • To charge for some incidents we attend such as false reports of fire (hoax calls and automatic false alarms) and animal rescues so that we can recover our costs. Wherever possible, we will work with partners, business and animal owners (in particular farmers), to avoid the need to respond to these types of incidents in the first place - handing them over to the responsible person(s). This will avoid the need for a charge to be made. Having carried out Phase 1 of the programme on 1 April 2020, which involved making the shift pattern changes at Guildford, Woking, Camberley, and Fordbridge stations, we are proceeding onto Phase 2 which will implement the changes at the remaining three stations, Egham, Painshill and Banstead which will move to a day crewing model. The shift pattern for staff who work from these stations will move to 12 hour shifts from 07:00 to 19:00 Monday to Sunday. Due to these shift changes, there will be no dedicated night time response cover for Egham, Banstead and Painshill. Night time cover at these locations would come from neighbouring fire stations. The response for

	the first appliance, would continue, on average, to be less than 10 minutes. This document is intended to revisit the detailed EIA entitled *Making Surrey Safer – Our Plan for 2020 - 2023* which was carried out in 2019 and covers the entirety of the proposals, including both Phases 1 and 2. This updated document will re-summarise the considerations identified in the overall EIA and will highlight any additional potential effects specific to implementing Phase 2, and any issues which may have arisen due to unprecedented events such as the COVID 19 pandemic. It is not intended to replace the overall EIA. The evidence used to inform the overall EIA is supplied in separate appendices.
Why does this EIA need to be completed?	To assess any positive and negative impacts on all groups who may be affected, relating both to staff and the community, and to plan how we will maximise the positive impacts while eliminating or minimising any negative effects.
Who is affected by the proposals outlined above?	• **All communities in Surrey** • Visitors to the county • Surrey Fire and Rescue members of staff • Fire Authority Members • Surrey Local Authorities and other Emergency Services we work with
How does your service proposal support the outcomes in the Community Vision for Surrey 2030?	The Making Surrey Safer Plan focuses on Prevention and Protection activities to improve outcomes for residents in Surrey and therefore supports the outcomes of the SCC Community Vision for Surrey 2030

9

Are there any specific geographies in Surrey where this will make an impact? (Delete the ones that don't apply)	Phases 1 and 2 have impacts in the following geographies: • Elmbridge • Guildford • Mole Valley • Reigate and Banstead • Runnymede • Spelthorne • Surrey Heath • Tandridge • Waverley
Briefly list what evidence you have gathered on the impact of your proposals	**Assurance of Phase 2 by Brunel University:** Brunel University London reviewed and assured Phase 2 of our planning and implementation documents, in the context of COVID-19, the outcomes from the Grenfell Tower Inquiry and new legislation. Their report and recommendations can be found here: Assurance Report on Surrey Fire and Rescue's Phase 2 of the Making Surrey Safer Transformation (PDF) (surreycc.gov.uk) **Use of our Community Risk Profile** Understanding the risks we face is a key part of our decision making process. It forms our planning for how and where we should use our resources to reduce the occurrence and impact of emergency incidents across Surrey. Our Community Risk Profile document has been developed setting out how the Service works to address risk in Surrey and to achieve the proposals set out in our Plan. The link to this document is below: Surrey-CRP-5-May-2016v19.pdf (surreycc.gov.uk) **Engagement carried out to gather evidence and consult with the groups potentially affected, carried out Prior to Phase 1:** The proposals were agreed at Cabinet and therefore staff consultation started on the 17th October 2019 and concluded at midnight on the 22nd November 2019.

	Included within the staff consultation was the ability to comment on proposals of: - New structures - New posts/matched posts - Duty system proposal of 3,2,2,3 plus Flexible Rostering Principles - Selection processes - Watch Commander B to A Staff were given the opportunity to propose alternative crewing models/duty systems. The list below shows all the staff that have been involved in the consultation and have been given the opportunity to provide their view on the proposals: - Staff at the nine affected Fire Stations where the duty systems are changing - Other teams and staff on unaffected Fire Stations - Staff across the wider Service in other teams such as Prevention and Protection, Learning and Development, etc. - Trade Unions The consultation has included the following engagement activity: - Service Leadership Team (SLT) leading the launch of the consultation through face to face meetings - Transformation Team carrying out informal engagement and capturing feedback - Human Resources (HR)/SLT face to face surgeries - Online survey that can be completed anonymously - Consultation email address - Telephone enquiries - Face to face enquiries - Meetings with the Fire Brigades Union (FBU) The affected staff who were absent during any stage of the consultation, i.e. due to annual leave, sickness, maternity or paternity leave, or sabbaticals were contacted individually by their

9

	managers to ensure they were given an opportunity to provide their views. They were also kept in touch with updates throughout the consultation period and relevant Frequently Asked Questions (FAQ) surrounding it. There were only four respondents to the online survey however many people engaged through face to face meetings and emails and therefore the feedback gathered has been qualitative.

2. Service Users / Residents

Age

Question	Answer
What information (data) do you have on affected service users/residents with this characteristic?	Please see Appendix B1 of the original Equality Impact Assessment – Age groups per Borough/District (adapted from Surrey-I).
Impacts	Both

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
	Analysis on Surrey data in the period 2006 to 2017 indicates a correlation between the number of Safe and Well Visits and a decrease in dwelling fires in Surrey (see Appendix D). In England as a whole, research has demonstrated that older	An increase in targeted fire safety provision should reduce the risk to the most people most vulnerable to fire, which includes elderly people Targeted campaigns in coordination with community engagement programmes will assist in delivering fire safety provision to people most	Frequency based on risk analysis and Person Centred Approach	Andrew Treasure

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
An increase in response times in certain areas at certain times through changes to fire and rescue cover may mean greater risk to life and serious injury. This could have a greater impact on the elderly given their vulnerability statistically to be injured or killed in fires. Furthermore, forecasts suggest that the number of people aged 65 and older who live alone, have dementia, are unable to perform self-care tasks, or are unable to perform domestic tasks will increase. These people are likely to be more vulnerable to fire in the home. There could be a potential impact on Carers and the children or adults they are caring for in particular given that they may have greater difficulty escaping a fire.	people, people with disabilities, those living in single parent households, males aged 46-60 who live alone and drink and smoke in the home, and young people aged 16-24 (including students) are at a greater risk of dying in fires. Those aged 80 and over have a higher fire-related fatality rate, accounting for 5 per cent of the population but 20 per cent of all fire-related fatalities in 2016/17. People aged 65+ Internal data shows that in Surrey, in the years 2009-18, 45% of fire fatalities fell into the age group 70+, although they only represented 14% of the population. Data from the community risk profile suggests that by 2030 the number of people aged 65 and older living alone will have increased by 34%. The number of people aged 65 and older with dementia	vulnerable from fire and other emergencies. Additional investment will be allocated to fire safety provision. Prevention work will continue across the County, e.g. Safe and Well Visits (SAWVs), in order to inform and educate the public about reducing the risk of fire and other emergencies. Individuals at greatest risk, such as the elderly and people with mobility issues will be targeted to improve equality of opportunity in fire safety provision. The number of SAWVs is proposed to increase from 4,500 in 2018 to 20,000 by 2021. During the period between phase 1 and implementation of Phase 2, we have recruited new Partnership Officers to increase our capacity for community engagement work. We have designed a package of Safe and Well Visit		

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
	will have increased by 46%. The number of people aged 65 and older unable to perform a self-care task or domestic task will have increased by 36%. We have examined the age groups in the areas of the county affected by the changes. Appendix B1 provides a breakdown of age groups per Borough/District.	Training to ensure our staff are equipped with the skills they need. A key priority for Surrey County Council is to support people to live at home for longer. Telecare is the name given to the range of sensors which link with the traditional community or lifeline alarms. Telecare equipment ranges from pendants that can be worn to smoke and carbon monoxide detectors, and bed and falls sensors for those with mobility difficulties. The sensors are designed to assist people of all ages to live more independently by monitoring their safety. In Surrey, when a linked smoke detector is activated, SFRS will respond. The predicted rise in the number of supported residents means that we will continue to work with partners to ensure they refer supported residents to us for advice via our SAWVs.		

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
Increase in response times to road traffic collisions may hamper our ability to provide emergency first aid and extricate casualties as quickly as we can under the current resourcing model. This may have a greater impact on young people, as they are disproportionately likely to be involved in road collisions, are disproportionately likely to be killed or seriously injured in road collisions and are likely to be involved in road collisions at night where fire and rescue cover will be reduced.	Young drivers (aged 17-24) are known to be in the highest risk group for road traffic collisions. Department of Transport Data shows that in 2013 in Great Britain, drivers in this age group accounted for 5% of miles travelled but 18% of reported road traffic collisions. Data from Surrey County Council's Travel and Transport Group shows that in the years 2004 to 2016, 25% of all people killed or seriously injured in road traffic collisions were aged 17-24. This age group only makes up 11% of the driving age population (17+). Data from RoSPA and the Water Incident Database shows that in England in the period 2015 – 2018, males accounted for 83.7% of all naturally occurring or accidental deaths in water. Of these, 51.4% were males in the	Further roll-out of road safety education will assist in reducing the risks to young drivers. Road User Awareness Days and the Safe Drive Stay Alive programme can reach thousands of young people every year. Starting in Autumn 2020, SFRS have launched the delivery of Safe Drive Stay Alive online courses, due to not being able to safely deliver performances in person at Dorking Halls as with previous campaigns, due to COVID-19. This will ensure we are able to continue educating young people about road safety in a virtual format.	Annual increases	Andrew Treasure

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
	15-29 and 45-69 age brackets. Internal data shows that in Surrey in the years 2015-2018, 60% of all deaths in water to which SFRS responded were in the age groups 15-29 and 45-59. 70% of these incidents occurred in the hours of 07:00 to 19:00. 75% of these incidents occurred on a week day, and 25% on a weekend day.			
Students in further educational establishments may be at higher risk from fire. Reduction in night time fire and rescue cover may impact on the time it takes to rescue them.	There are estimated to be 104,400 people aged 17-24 making up almost a tenth of the population (8.9%). Runnymede (14.0%) and Guildford (13.8%) have the highest percentage due to the universities situated in these boroughs, and Elmbridge the lowest (6.5%). Appendix B1 provides a breakdown of age groups per Borough/District.	Implementation of Business Safe And Well Visits will allow SFRS to better assess the risks of campuses and halls of residence, suggest improvements and enforce against non-compliance where appropriate. Where possible (taking into account restrictions linked to COVID 19) drills and exercises will be run at university campuses and halls of residence affected. This will allow us to check that responsible persons are	Ongoing	Formerly Gary Locker, now Dave Pike

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
		fulfilling their responsibilities under fire safety legislation.		

Question	Answer
What other changes is the council planning/already in place that may affect the same groups of residents? **Are there any dependencies decisions makers need to be aware of N/A**	None

Question	Answer
Any negative impacts that cannot be mitigated? Please identify impact and explain why	None

Disability

Question	Answer
What information (data) do you have on affected service users/residents with this characteristic?	Please see the detailed information in Appendix B2 of the original Equality Impact Assessment, which provides a breakdown of long-term illness or disability per Borough/District
Impacts	Both

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
Where response times are increased, there is potential for a negative impact on all areas of the community, as at times of emergency the public will have to wait longer for a fire appliance than the current response. There is evidence to suggest that the people most vulnerable to these outcomes are disproportionately likely to come from certain protected characteristics, people with disabilities in particular. In the proposed scenario, these increased times are found, for the most part, at night, resulting from changes to night-time cover at Banstead, Egham, and Painshill. This could have a greater impact on those with mobility or mental health issues - given their vulnerability statistically to be injured or killed in fire. Disabled people may have greater difficulty escaping a fire.	Census 2011 data shows that 13.5% of residents in Surrey reported a health problem, with 7.8% limited a little and 5.7% limited a lot. The overall proportion reporting a health problem was unchanged from 2001. The proportion of the Surrey population reporting a health problem is highest in Spelthorne (14.9%) and lowest in Elmbridge (12.1%). Fewer Surrey residents reported a health problem than the national average. In England as a whole 17.6% reported a health problem with 9.3% limited a little and 8.3% limited a lot. Disability and Mobility: Between April 2006 and March 2012, of the 16 people who died in a fire in Surrey, 7 (45%) were	Additional investment will be allocated to fire safety provision. Prevention work will continue across the County, e.g. Safe and Well Visits (SAWVs), in order to inform and educate the public about reducing the risk of fire and other emergencies. Individuals at greatest risk, such as people with mobility issues will be targeted to improve equality of opportunity in fire safety provision. The number of SAWVs is proposed to increase from 4,500 in 2018 to 20,000 by 2021. We have launched a programme of Safe and Well Visit training in 2020 to further enhance the	Increases on an annual basis	Andrew Treasure

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
	known to have mobility issues that affected their ability to escape the fire. All the people who were asleep at the time of the fire had additional underlying issues of restricted mobility, mental health and/or alcohol misuse. (CRP 2013/14) Mental Health: The fatal fires analysis highlights mental health issues as a contributory factor to accidental dwelling fire deaths. 9 of the 18 people who died in fires outside the home between April 2006 and March 2016 were suffering from mental health issues. The numbers of people with alcohol and drug dependencies are also forecast to rise by 4% by 2030.	capability and knowledge of our staff. In all instances, the effect of community and business safety programmes must be assessed to quantify their effect on reducing risks. This will allow SFRS to determine whether they are effective at mitigating impacts from changes to fire and rescue cover at night.		

Question	Answer
What other changes is the council planning/already in place that may affect the same groups of residents? **Are there any dependencies decisions makers need to be aware of**	None

Question	Answer
Any negative impacts that cannot be mitigated? Please identify impact and explain why	None

Sex

Question	Answer
What information (data) do you have on affected service users/residents with this characteristic?	Surrey's population, according to the ONS's estimates for 2017 is 50.9% female and 49.1% male in all age groups as a whole. Guildford Borough has the most statistically balance population, with 50% male and female, and Elmbridge Borough the least balanced, with 51.6% female and 48.4% male. Further information is available in Appendix B5 of the original Equality Impact Assessment.
Impacts	Potential positive - males

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
In Surrey in the years 2015-2018 85% of FRS incidents involving fatalities in water the casualties were males. An increase in community engagement and educational work through an	Data from RoSPA and the Water Incident Database shows that in England in the period 2015 – 2018, males accounted for 83.7% of all naturally occurring or accidental	The planned increase in water safety education as part of the Lifelong Learning programme and increased community safety provision	Ongoing	Andrew Treasure

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
expanded community safety programme may serve to reduce incidence of water rescue and fatality to this vulnerable group.	deaths in water. Internal data shows that in Surrey in the years 2015-2018, 85% of water related fatalities that SFRS responded to were males. 70% of these incidents occurred in the hours of 07:00 to 19:00. 75% of these incidents occurred on a week day, and 25% on a weekend day.	may help reduce the number of water rescue incidents		

Question	Answer
What other changes is the council planning/already in place that may affect the same groups of residents? **Are there any dependencies decisions makers need to be aware of**	None

Question	Answer
Any negative impacts that cannot be mitigated? Please identify impact and explain why	None

Race including ethnic or national origins, colour or nationality

Question	Answer
What information (data) do you have on affected service users/residents with this characteristic?	The breakdown of racial/ethnic groups by Borough/District can be found in the appendices (A and B3) of the original Equality Impact Assessment and are taken from Surrey-i – 2011 census data.
Impacts	No direct impacts

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
No direct impacts identified; however we anticipate that the increased and targeted use of our Safe and Well Visit programme and business fire safety auditing should allow us to reduce the risk to residents and businesses from all groups. The associated community engagement and outreach programmes will assist in ensuring that people who have English as a second language will receive appropriate fire safety provision.	The breakdown of racial/ethnic groups by Borough/District can be found in the appendices (A and B3) to this document, and are taken from Surrey-i – 2011 census data. In some areas there are populations of people from certain ethnic backgrounds notably larger than the Surrey average (mean). Elmbridge, Reigate and Banstead, Runnymede, Spelthorne and Woking are all cases in point.	Since the implementation of Phase 1 we are transferring more resources to community and business safety prevention and protection activities in order to reduce the likelihood of emergencies. This means educating people and businesses about the risks of fire and other emergencies, and how to prevent them. The changes in the way that community and business safety activities are delivered is expected to have positive	Ongoing	Danni Lamaignere, Andrew Treasure

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
	However there is no evidence to suggest that people from minority ethnic backgrounds will be disproportionately affected by the proposed changes.	impacts to all community groups. Commencing in the final quarter of 2020 we are undertaking an updated analysis of the distribution of various cultural and ethnic groups throughout the county and using this to inform a more targeted approach to business and fire safety, in addition to wider community engagement and recruitment activities. In the same period, we are also planning to carry out a resident insight survey to further understand the needs of our communities and to ensure the services provided meet their diverse needs.		

Question	Answer
What other changes is the council planning/already in place that may affect the same groups of residents? **Are there any dependencies decisions makers need to be aware of**	None

Question	Answer
Any negative impacts that cannot be mitigated? Please identify impact and explain why	None

Religion and Belief including lack of belief

Question	Answer
What information (data) do you have on affected service users/residents with this characteristic?	The breakdown of religious groups by Borough/District are taken from Surrey-I 2011 Census data and can be found in the appendices (A and B4) of the original Equality Impact Assessment.
Impacts (Delete as applicable)	No direct impacts

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
There is no indication that there will be a significant impact on people with this protected characteristic. However the increased, targeted use of our Safe and Well Visit programme and business fire safety auditing should allow us to reduce the risk to residents and businesses from all groups. Community outreach programmes will assist in ensuring that fire safety	Surrey -I data informs us that in certain areas there are populations of people from certain religions notably larger than the Surrey mean. Epsom and Ewell, Spelthorne and Woking are all cases in point. All of these boroughs will retain a response time within the target of 10 minutes and quicker than the Surrey			

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
activities will take place in places of religious worship in order to reach a large audience.	mean, so it cannot be clearly argued that people from any particular religion will be disproportionately impacted by changes to fire and rescue cover.			

Question	Answer
What other changes is the council planning/already in place that may affect the same groups of residents? **Are there any dependencies decisions makers need to be aware of**	None

Question	Answer
Any negative impacts that cannot be mitigated? Please identify impact and explain why	None

Sexual Orientation

Question	Answer
What information (data) do you have on affected service users/residents with this characteristic?	Please see 'Supporting Evidence' column in the table on pages 70 - 71
Impacts	No direct impacts

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
There is no indication that there will be a significant impact on people with this protected characteristic	Data on sexual orientation across the county is limited. ONS estimates are by County and are not broken down into Borough so do not contain the detail necessary for analysis. Estimates suggest that in 2013-15 97.3 % of the Surrey population was heterosexual, 0.7% gay or lesbian, 0.3% bisexual, 0.3% other and 5.1% don't know or refuse to comment. This is broadly in line with National estimates. There is a slightly higher estimated percentage of heterosexual individuals compared to the National average (93.5%) a slightly lower estimated percentage of gay or lesbian (1.2% Nationally), a lower estimated percentage of			

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
	bisexual (0.6 Nationally), a lower estimated percentage of “other” (0.4 Nationally) and a higher estimated percentage of those who didn’t know or preferred not to comment (4.4 Nationally). There is no strong evidence to suggest that people of any particular sexual orientation may be at a higher risk of injury from fire or other FRS-relevant incidents.			

Question	Answer
What other changes is the council planning/already in place that may affect the same groups of residents? **Are there any dependencies decisions makers need to be aware of**	None

Question	Answer
Any negative impacts that cannot be mitigated? Please identify impact and explain why	None

Marriage and Civil Partnerships

Question	Answer
What information (data) do you have on affected service users/residents with this characteristic?	Appendix B6 of the original Equality Impact Assessment provides a breakdown of marital status by Borough/District.
Impacts (Delete as applicable)	No direct impact

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
There is no indication that there will be a significant impact on people with this protected characteristic	People who live alone, rather than those who live with partners, are at higher risk of accidental fires. The largest change (in the number of people living alone by age group, 2005 – 2015) is in the 45 to 64 age group, where the number of people living alone increased by 23% between 2005 and 2015, a statistically significant change. This is partly due to the increasing population aged 45 to 64			

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
	in the UK over this period, as the 1960s baby boom generation have been reaching this age group. The increase could also be due to a rise in the proportion of the population aged 45 to 64 who are divorced or never married.			

Question	Answer
What other changes is the council planning/already in place that may affect the same groups of residents? **Are there any dependencies decisions makers need to be aware of**	None

Question	Answer
Any negative impacts that cannot be mitigated? Please identify impact and explain why	None

Carers (Protected by association)

Question	Answer
What information (data) do you have on affected service users/residents with this characteristic?	There is no clear evidence available to correlate adverse impact to carers with changes to fire and rescue response times.
Impacts	Both

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
Increased, targeted use of our Safe and Well Visit programme should allow us to reduce the risk to vulnerable people in higher risk groups. Improved fire safety in these homes may help protect carers by association. An increase in response times in certain areas at certain times through changes to fire and rescue cover may mean greater risk to life and serious injury. This is likely to have a greater impact on elderly and disabled residents. Their carers may be impacted by association,				

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
but there is no clear evidence for this.				

Question	Answer
What other changes is the council planning/already in place that may affect the same groups of residents? **Are there any dependencies decisions makers need to be aware of**	None

Question	Answer
Any negative impacts that cannot be mitigated? Please identify impact and explain why	None

Gender reassignment

Question	Answer
What information (data) do you have on affected service users/residents with this characteristic?	Data on gender reassignment across the county is limited. The Office of National Statistics have identified the need to strengthen this data to inform further policy making decisions.
Impacts (Delete as applicable)	None known

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
There is no indication that there will be a significant impact on people with this protected characteristic.				

Question	Answer
What other changes is the council planning/already in place that may affect the same groups of residents? **Are there any dependencies decisions makers need to be aware of**	None

Question	Answer
Any negative impacts that cannot be mitigated? Please identify impact and explain why	None

Pregnancy and Maternity

Question	Answer
What information (data) do you have on affected service users/residents with this characteristic?	-
Impacts (Delete as applicable)	Both

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
An increase in response times in certain areas at certain times through changes to fire and rescue cover may mean greater risk to life and serious injury. This could have a greater impact for people generally in areas where cover will be reduced, however it is difficult to identify any direct impacts on people with this protected characteristic. The proposed Lifelong Learning programme will help to identify what community safety provision	Expectant and new mothers could potentially be more at risk when escaping from a fire, as emergency evacuation may be difficult due to reduced agility, dexterity, co-ordination, speed, reach and balance. Mothers will also face the additional difficulty of evacuating babies and/or young children. Further research needs to be done to establish a link between pregnancy/maternity and	Monitor for any emerging information	Ongoing	People &OD team

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
is most valuable for people in different age groups. The plan is to ensure that safety messages are delivered to residents at all stages of their lives in Surrey, to build communities resilient to fire and other emergencies.	risk from fire and other emergencies.			

3. Staff

Question	Answer
What information (data) do you have on affected service users/residents with this characteristic?	The implementation of the Making Surrey Safer Plan will result in a reduction of roles within Response, and an increase in the number of roles in Business and Community Safety. A dedicated EIA has been developed in advance of Phase 1, in order to assess the impacts to Surrey Fire and Rescue (SFRS) **staff** as a result in the change to the crewing models/duty systems at the following affected Fire Stations: Banstead, Camberley, Egham, Fordbridge, Guildford, Haslemere, Painshill, Walton and Woking. This current document does not duplicate the information in the EIA referred to above, as the latter comprehensively covers all affected stations relating to both Phases 1 and 2. This document does, however, provide information about some additional measures which have been implemented with the general aim of improving morale and reducing any potential adverse impact on staff due to changes to work and home life patterns.

Question	Answer
Impacts	Both

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
An increase in dedicated fire safety roles may provide opportunities for firefighters for whom the fitness requirements of an operational role become progressively more challenging as they age, of if they develop disabilities, such as reduced mobility, the prevent them providing an operational role. There is potential for flexible working to have a positive impact for staff with caring responsibilities who are based at stations where a day crewing model will be implemented. This needs to be analysed in the individual EIAs for each region/station affected.	A 1990 study by Rogers et al found that, from the age of 30, VO2 max (VO2 max measures the optimum rate at which heart, lungs and muscles can effectively use oxygen during exercise) declines by 12% per decade. VO2 max is used as a factor in determining firefighter fitness.	We have implemented a number of actions to provide support for the staff affected, and to guide them through the process from start to finish, taking their views into account at all times: • Provision of line manager briefings • Regular communications through various channels, provision of Q&As (informed by feedback from Phase 1) • Engagement activity carried out by SLT and People and OD Team on station and virtually where dictated by the COVID situation	Carried out in advance of Phase 2 implementation; Ongoing commitment to monitor effects throughout the next year, utilising extensive staff engagement and feedback to identify any emerging issues. Monitor for any potential adverse impact on staff due to changes to work and home life patterns – for example, any emerging effects on morale or stress/mental ill health.	All

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
		• Provision of guidance to staff on filling in preference forms • Effective use of anonymous online surveys to gather staff views • Creation of a dedicated tile on Sharepoint with information and resources • Opportunities to share ideas, raise concerns and discuss issues openly with a cross section of colleagues from the service in the newly-created Fairness and Respect Network, particularly in the context of diversity and inclusion • Effective use of professional conversations and		

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
		1:1s, supported by training for managers. • Regular 'Chief Fire Officer Meetings' held (monthly) to provide the opportunity for managers to raise staff concerns/queries, discuss issues pertinent to the service, and receive important updates to disseminate to their staff. • Creation of a range of new elearning products to inform and familiarise staff with the changes, in addition to new workforce policies and HR updates. Webinars are being developed with similar aims, to present the information in an alternative and easily accessible format.		

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
		• Provision of training opportunities (in virtual formats during the COVID 19 pandemic) which equip staff to assist their colleagues, for example mental health first aid training courses. • Signposting to further support for employees through employee services such as the employee assistance programme and wellbeing champions. • Creation of an internal mentoring scheme providing opportunities for staff to be mentored by, or provide mentoring to, colleagues on a range of subjects relating to both work and personal life.		

Question	Answer
What other changes is the council planning/already in place that may affect the same groups of residents? **Are there any dependencies decisions makers need to be aware of**	None

Question	Answer
Any negative impacts that cannot be mitigated? Please identify impact and explain why	None

4. Amendments to the proposals

CHANGE	REASON FOR CHANGE
No changes required at this time	None

5. Recommendation

Based your assessment, please indicate which course of action you are recommending to decision makers. You should explain your recommendation below.

Outcome Number	Description	Tick
Outcome One	**No major change to the policy/service/function required.** This EIA has not identified any potential for discrimination or negative impact, and all opportunities to promote equality have been undertaken	
Outcome Two	**Adjust the policy/service/function** to remove barriers identified by the EIA or better advance equality. Are you satisfied that the proposed adjustments will remove the barriers you identified?	
Outcome Three	**Continue the policy/service/function** despite potential for negative impact or missed opportunities to advance equality identified. You will need to make sure the EIA clearly sets out the justifications for continuing with it. You need to consider whether there are: • Sufficient plans to stop or minimise the negative impact • Mitigating actions for any remaining negative impacts plans to monitor the actual impact.	X
Outcome Four	**Stop and rethink** the policy when the EIA shows actual or potential unlawful discrimination (For guidance on what is unlawful discrimination, refer to the Equality and Human Rights Commission's guidance and Codes of Practice on the Equality Act concerning employment, goods and services and equal pay).	

SURREY COUNTY COUNCIL

9

Question	Answer
Confirmation and explanation of recommended outcome	The content of the EIA, and the impacts identified, have been considered along with feedback from the consultations when developing the final plan. No substantive changes have been made to the initial proposals. However there are clear actions that we can take to mitigate the impacts set out here whilst still delivering the plan. No impact has been identified for which measures cannot be taken in an attempt at mitigation. However the anticipated positive impacts of mitigation will be monitored to assess effectiveness.

6a. Version control

Version Number	Purpose/Change	Author	Date
3	To transfer Phase 2 EIA into new SFRS template for ease of accessibility	Graeme Simpkin	04/12/2020

The above provides historical data about each update made to the Equality Impact Assessment.

Please do include the name of the author, date and notes about changes made – so that you are able to refer back to what changes have been made throughout this iterative process.

For further information, please see the EIA Guidance document on version control.

6b. Approval

Approved by*	Date approved
Head of Service	
Executive Director	
Cabinet Member	
Directorate Equality Group	Original draft approved by Workforce Working group on 12/10/20

EIA Author	Graeme Simpkin

*Secure approval from the appropriate level of management based on nature of issue and scale of change being assessed.

6c. EIA Team

Name	Job Title	Organisation	Team Role
Graeme Simpkin	Diversity and Inclusion Lead	SFRS	Diversity and Inclusion Lead

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Annex C - Equality Impact Assessment – Home to School/College Travel and Transport Policy

Question	Answer
Did you use the EIA Screening Tool?	Yes

1. Explaining the matter being assessed

What policy, function or service change are you assessing?	The policy change being assessed is Surrey County Council's Home to School/College Travel and Transport Policy. The consultation and review of the policy aimed to: • ensure it continues to deliver its statutory responsibilities; • ensure it is able to improve outcomes for children and young people; • consider changes to policy in relation to three specific areas of current discretionary provision. There are 3 key changes proposed to the policy which have been the focus on the consultation, these are: • To cease to provide free home to school transport to an infant or primary school for a child under the age of five, where a child is likely to be deemed as eligible once they turn five years of age. • To cease home to school transport at the end of the term in which a child turns 8 (instead of the end of the academic year) where the child has been eligible due to living more than 2 miles but less than 3 miles from their nearest school. • To cease to provide home to school/college travel assistance for young people ages 17 -18, unless exceptional circumstances apply.
Why does this EIA need to be completed?	Proposals could have an impact on individuals with protect characteristics. The EIA is necessary to understand any potential impact and necessary mitigation that is required. The protected characteristics identified are:

SURREY COUNTY COUNCIL

	• Age • Disability
Who is affected by the proposals outlined above?	Stakeholders who may be affected include: • Children and young people of non-statutory school age • Parents/carers • Schools and colleges • Transport providers The main stakeholders who will be impacted by the proposed changes to the Home to School/College Travel and Transport Policy are those children and young people of non-compulsory school age who are currently accessing the service - post 16 pupils and children under the age of 5.
How does your service proposal support the outcomes in the Community Vision for Surrey 2030?	The Community Vision for Surrey 2030 outcomes that are linked to the service and proposals are: • Children and young people are safe and feel safe and confident • Everyone benefits from education, skills and employment opportunities that help them succeed in life • Everyone lives healthy, active and fulfilling lives, and makes good choices about their wellbeing • Journeys across the county are easier, more predictable and safer
Are there any specific geographies in Surrey where this will make an impact?	• County-wide
Briefly list what evidence you have gathered on the impact of your proposals	A range of local evidence and benchmarking with other areas has been undertaken to understand the impact of the proposals and establish best practice used by other local authorities. Evidence gathered includes: • Consultation survey responses • Public engagement events • SEND Youth Advisers Surrey focus groups • Primary, Secondary, and Special School Phase Council meetings

9		• Children, Families, Lifelong Learning and Culture Select Committee • DfE Home to School Transport Guidance • DfE Home to College Transport Guidance • Service review and performance monitoring • Local authority benchmarking (statistical neighbours) • Local Government and Social Care Ombudsman reports related to home to school transport Extensive benchmarking with other local authorities was carried out to review other local authorities' home to school transport policies and provision. This established that the majority of local authorities had either never provided for, or have withdrawn, the provision of free home to school transport for children and young people below statutory school age. The majority of local authorities apply an annual contributory charge to the parents of children and young people in receipt of post-16 home to school transport provision, to support the costs to the local authority for the provision of this transport. Some local authorities have reduced their discretionary offer and no longer provide travel assistance once a young person is in Year 12 (Post 16 education).

2. Service Users / Residents

Age

Question	Answer
What information (data) do you have on affected service users/residents with this characteristic?	Reception: In academic year 2019/20, there were 156 four year olds who received free home to school transport on the basis that they would be eligible for this provision when they turned five. 109 have an EHCP. If all of these children turned five at the end of the Summer term, the Council would be spending approximately £1.1million on this discretionary provision (full academic year estimate). Distance criteria: At the start of academic year 2019/20, there were 66 seven year olds who lived between 2 and 3 miles from their nearest suitable school for whom the Council provided free home to school transport. 18 of these children had an EHCP. Post 16: In academic year 2019/20 there are 465 16 – 19 year old young people who receive home to college travel assistance. 452 have an EHCP. The Council is spending approximately £3.7million on this discretionary provision.
Impacts	Both

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
For children who are 4 years old beginning Reception, their families may not start them in Reception at the beginning of the academic year. This could 1) delay children accessing education; 2) be destabilising for Reception classes where children are joining throughout the year.	Respondent survey and engagement event feedback.	Engage and communicate with families before the end of the Spring term to inform them of the changes to policy and the likely impact. Work with schools and families to identify alternative travel options and support to enable access to placement.	For September 2020	Claire Potier

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
This could be particularly destabilising in specialist Reception classes with children with SEND. (Negative)		The Council will consider applications for travel assistance for children in Reception on a case by case basis with discretionary award of assistance given where it is identified as necessary based on their specific needs/circumstances		
For post 16 young people, families have already applied/agreed College places for 2020/21 based on the existing policy and may be unaware of the impact of proposed changes to policy. This may result in post 16 places not being taken up. (Negative)	Respondent survey and engagement event feedback; research from other local authorities who have made policy changes for the forthcoming academic year after families have made decisions about their young person's College placement.	Engage and communicate with families before the end of the Spring term to inform them of the changes to policy and likely impact. Work with schools and families to identify alternative travel options and support to enable access to placement. Where appropriate, work with schools and families during the summer term to develop and enable independent travel opportunities. Promote independent travel training and discounted public transport options for post 16 students.	Post 16 policy changes – for September 2020 Independent travel training – 10 February 2020	Claire Potier Eamonn Gilbert

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
		The Council will consider applications for travel assistance for post 16 young people on a case by case basis with discretionary award of assistance where it is identified as necessary in order to access their placement based on their specific needs/circumstances.		
May restrict very young children (pre-school) to access early intervention education placements where transport is the barrier to early years provision. (Negative)	Feedback from survey responses and engagement events	In line with its current policy, the Council will continue to consider applications on a case by case basis to establish if travel assistance is necessary based on the assessment of needs and circumstances of the child and family.	Continuation of current policy	Claire Potier
May reduce choice of educational establishments available to Post 16 students (Negative)	Feedback from survey responses and engagement events	The Council will continue as part of its placement strategy to develop and extend the local post 16 offer for both pupils with and without SEND to provide sufficient provision.	Continuation of current policy	Eamonn Gilbert
May incentivise more children under 5 to attend local provision enables the development of	Feedback from survey responses and engagement events	The Council will continue as part of its placement strategy to develop and extend local	Continuation of current policy	Eamonn Gilbert

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
stronger local support networks and reduces the need to travel long distances. (Positive)		early years provision for children with and without SEND to provide sufficient provision.		
May incentivise more Post 16 students to study locally which enables the development of stronger local support networks and reduces the need to travel long distances and provides for an easier transition into adulthood. (Positive)	Feedback from survey responses and engagement events	The Council will continue as part of its placement strategy to develop and extend the local post 16 offer for both pupils with and without SEND to provide sufficient provision.	Continuation of current policy	Eamonn Gilbert

Question	Answer
What other changes is the council planning/already in place that may affect the same groups of residents? **Are there any dependencies decisions makers need to be aware of**	• 'Preparing for Adulthood - Next Steps' programme will help to prepare young people with a disability in transition for independent living, employment, using public transport etc • The Council is already undertaking extensive work to create and identify provision for children below the age of 5 at local provisions with investment in improving support and resources at the locations. The intended outcome is that more children with SEND will be able to access their education at their local school reducing the need to travel and need for the Council to provide support with travel arrangements. Similar work is also underway with Post 16 establishments to improve the study programmes available locally, ensuring improved choice of study locally rather than courses that require considerable travel in order to access them.

Question	Answer
Any negative impacts that cannot be mitigated? Please identify impact and explain why	There are no negative impacts that cannot be mitigated

Disability

Question	Answer
What information (data) do you have on affected service users/residents with this characteristic?	As at 6 January 2020, there were 9,820 children and young people in Surrey with an Education, Health and Care plan (EHCP). Approximately 3,600 were in receipt of some form of travel assistance.
Impacts	Both

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
Concerns for the safety of children and young people with SEND using public transport and their ability to manage unplanned circumstances. (Negative)	Feedback from survey responses and engagement events	The Council will continue to develop the support and expertise available to children, young people and families to enable safer travel on public transport. Independent Travel Training will be delivered as bespoke training for the individual to ensure that they learn to travel independently and minimise any potential impact relating to their SEND. Young people will be given the opportunity to learn the necessary skills to travel independently at their own pace and will reflect the	10 February 2020	Eamonn Gilbert

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
		specific route and environment they will be expected to use. Schools and families and the young person will have the opportunity to feedback during the training process to establish when the young person is suitable to begin travelling independently. As part of the training, young people will be assessed as to whether they can demonstrate and understand how to deal with situations where unplanned situations present themselves and how to maintain their safety.		
Concerns for the safety of children and young people with SEND using collection points and their ability to manage unplanned circumstances. (Negative)	Feedback from survey responses and engagement events	Each child and young person will be assessed on a case by case basis (needs/circumstances) to establish if they could access a collection point with support from an adult where necessary. Where a child/young person is assessed as being able to	10 February 2020	Eamonn Gilbert

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
		access a collection point, then a further assessment will be undertaken to establish the distance the child/young person could be expected to walk to the collection point. Distances will be agreed based on the individual needs and circumstances of the child young person on a case by case basis. Each collection point will be individually assessed for suitability of use. Only locations assessed and identified as appropriate for use will be used on the service. Locations will then be allocated to individual children/young people based on their home address and their needs to ensure all locations are suitable to support individual needs/circumstances. Children and young people will continue to be accompanied to and from the collection point by an adult		

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
		(where necessary) supporting the individual with any immediate needs/concerns. Transport providers will not allow a young person to be left at a collection point unless agreed in advance and an acceptable arrangement with the family.		
Young people having greater access to education and employment opportunities where Independent Travel Training has been successfully delivered.(positive)	Benchmarking with other Local Authorities	By evidencing that a young person has the ability to travel independently it will enable those supporting the family to identify opportunities that previously would not be considered due to being inaccessible due to their inability to use public transport. Study programmes and learning opportunities with a requirement to be able to undertake journeys independently become available creating opportunities to begin employment pathways. The Council will work closely with families through the EHCP and Annual Review	10 February 2020	Eamonn Gilbert

Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner
		process to identify opportunities to develop independent travel skills as early in their life as appropriate that will reduce future dependency on family members and increase the access to opportunities for all family members and the family's overall quality of life.		

Question	Answer
What other changes is the council planning/already in place that may affect the same groups of residents? **Are there any dependencies decisions makers need to be aware of**	• 'Preparing for Adulthood - Next Steps' programme will help to prepare young people with a disability in transition for independent living, employment, using public transport etc. • The Council continues to work with transport providers to ensure that drivers and the service can appropriately support service users with disabilities and enable greater access to services and the wider community.

Question	Answer
Any negative impacts that cannot be mitigated? Please identify impact and explain why	There are no negative impacts that cannot be mitigated

4. Amendments to the proposals

CHANGE	REASON FOR CHANGE
Original proposal detailed that no travel/transport will be provided by the Council until after the child's 5th Birthday. This will be changed in light of the responses received and will now allow parents/carers to present specific circumstances/needs. The Council will review these on a case by case basis making a discretionary award for assistance where necessary	The Council acknowledges that in some cases the importance of accessing early intervention (due to a child's SEND needs) through an education placement may be identified as a high priority and without transport a placement may not be accessible. For high need/specialist placements the Council will consider support with travel on a case by case basis based on their specific needs and circumstances.
Original proposal detailed that no travel/transport will be provided by the Council to a young person who is 16 (in year 12) or older in order for them to access their education placement. This will be changed in light of the responses received and will now allow parents/carers to present specific circumstances/needs. The Council will review these on a case by case basis making a discretionary award for assistance where necessary	The Council acknowledges that in some cases the young people may not be able to access their education placement due to the limited travel options available to them due to their SEND. Where an education placement is inaccessible due to their SEND that Council will consider support with travel on a case by case basis based on their specific needs and circumstances.

5. Recommendation

Based your assessment, please indicate which course of action you are recommending to decision makers. You should explain your recommendation below.

Outcome Number	Description	Tick
Outcome One	**No major change to the policy/service/function required.** This EIA has not identified any potential for discrimination or negative impact, and all opportunities to promote equality have been undertaken	
Outcome Two	**Adjust the policy/service/function** to remove barriers identified by the EIA or better advance equality. Are you satisfied that the proposed adjustments will remove the barriers you identified?	

SURREY COUNTY COUNCIL

Outcome Three	**Continue the policy/service/function** despite potential for negative impact or missed opportunities to advance equality identified. You will need to make sure the EIA clearly sets out the justifications for continuing with it. You need to consider whether there are: • Sufficient plans to stop or minimise the negative impact • Mitigating actions for any remaining negative impacts plans to monitor the actual impact.	X
Outcome Four	**Stop and rethink** the policy when the EIA shows actual or potential unlawful discrimination (For guidance on what is unlawful discrimination, refer to the Equality and Human Rights Commission's guidance and Codes of Practice on the Equality Act concerning employment, goods and services and equal pay).	

Question	Answer
Confirmation and explanation of recommended outcome	The proposals ensure that Surrey County Council delivers it statutory obligations in relation to Home to School/College Travel and Transport. This will impact on the identified stakeholders in both negative and positive ways, where a negative impact is experienced that restricts an individual's attendance at School/College then the Council retains its right to review each case individually to consider a discretionary award for support with travel arrangements.

6a. Version control

Version Number	Purpose/Change	Author	Date
V1.0	1st draft	Stephen Good	6th December 2019
V2.0	2nd draft	Mary Burguieres	6 January 2020
V3.0	3rd draft	Stephen Good	10 January 2020

The above provides historical data about each update made to the Equality Impact Assessment. Please do include the name of the author, date and notes about changes made – so that you are able to refer back to what changes have been made throughout this iterative process.
For further information, please see the EIA Guidance document on version control.

6b. Approval

Approved by*	Date approved
Liz Mills, Director for Education, Lifelong Learning and Culture	15.01.20
Dave Hill, Executive Director for Children, Families, Lifelong Learning and Culture	15.01.20
Julie Iles, Cabinet Member for All Age Learning	21.01.20
Children, Families, Lifelong Learning and Culture Directorate Equality Group	15.01.20

EIA Author	Mary Burguieres and Stephen Good

*Secure approval from the appropriate level of management based on nature of issue and scale of change being assessed.

6c. EIA Team

Name	Job Title	Organisation	Team Role
Mary Burguieres	Assistant Director, Systems and Transformation	Surrey County Council	Programme sponsor
Stephen Good	Programme Manager	Independent consultant	Programme management
Deborah Chantler	Senior Principal Solicitor	Legal Services, SCC	Legal

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