

Equality & Poverty Impact Assessment 00072 (Version 1)

SECTION ONE: ESSENTIAL INFORMATION

Service & Division:	Children's Services Planning & Resources	Lead Officer Name:	Kirsty Wilsdon
		Team:	Property
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Proposal:	Fees and Charges	Reference No:	CS21

What is the Proposal?	Budget & Other Financial Decision	Policy (New or Change)	HR Policy & Practice	Change to Service Delivery / Service Design
	Yes	Yes	No	No
Who does the Proposal affect?	Service Users	Members of the Public	Employees	Job Applicants
	Yes	No	No	No
Other, please specify:				

Identify the main aims and projected outcome of this proposal (please add date of each update):

15/10/2018	Council undertook a review of Fees and Charges (which included Childcare / Meals / Breakfast Clubs / Lets) to ensure there was consistency over set charges, % increases and discounts.
14/01/2019	It is proposed not to increase the price of school meals due to the savings proposal to replace cartons of milk and juice with water. This will keep the charge below the full cost of a meal and ensure the Council price remains consistent with the Scottish average. Charges for breakfast clubs are due to increase by 10% to reflect full cost recovery, with inflationary increases being applied to both music tuition and childcare places. For school lets a change in VAT rules reduced the majority of charges. The increases proposed will bring the charges back into alignment with the charges in 2017/18 and will help reduce the full cost recovery gap.

SECTION TWO: FINANCIAL INFORMATION

For budget changes ONLY please include information below:			Benchmark, e.g. Scottish Average
Current spend on this service (£'0000s)	Total:		
Reduction to this service budget (£'0000s)	Per Annum:		
Increase to this service budget (£'000s)	Per Annum:		
If this is a change to a charge or concession please complete.	Current Annual Income Total:		
	Expected Annual Income Total:	75	Above average for charges based on information within the PWC benchmarking Data contained in the Fees and Charges review Committee Report dated 19 September 2018
If this is a budget decision, when will the saving be achieved?	Start Date:	01/08/2019	
	End Date (if any):	31/07/2020	

SECTION THREE: EVIDENCE

Please include any evidence or relevant information that has influenced the decisions contained in this EPIA. (This could include demographic profiles; audits; research; health needs assessments; national guidance or legislative requirements and how this relates to the protected characteristic groups.)

A - Quantitative Evidence

This is evidence which is numerical and should include the number people who use the service and the number of people from the protected characteristic groups who might be affected by changes to the service.

Benchmark Findings for Current Children’s Services Fees 2018/19

Charge

Basis for Charge

No. of Councils

Falkirk

Average Charge

Highest Charge

Lowest Charge

Primary School Meals

Per meal

24

2.05

1.99

2.30

1.60

Secondary School Meals

Per meal

23

2.30

2.09

2.55

1.60

Nursery School Meals

Per Meal

12

1.85

1.66

2.25

1.52

School Meals Staff

Per Meal

20

4.20

2.45

4.20

1.80

Nursery Care

Per hour

18

4.27

3.09

4.70

2.79

Wrap around care – Primary

Per hour

10

3.75

3.68

8.15

2.50

It is proposed not to increase the price of school meals due to the savings proposal to replace cartons of milk and juice with water. This will keep the charge below the full cost of a meal and ensure the Council price remains consistent with the Scottish average. Charges for breakfast clubs are due to increase by 10% to reflect full cost recovery, with inflationary increases being applied to both music tuition and childcare places.

For school lets a change in VAT rules reduced the majority of charges. The increases proposed will bring the charges back into alignment with the charges in 2017/18 and will help reduce the full cost recovery gap.

With regard to concessions, the eligibility criteria and level of concessions has been reviewed for existing charges. For 2019/20 it is not proposed to change the eligibility criteria for free provision of school meals and breakfast clubs as they are already in line with national standards. In addition there is also a universal free entitlement to school meals for all children in primary 1-3. In support of the Council's Policy the concession charges for both breakfast clubs and music tuition have been reduced.

The Council are also in the process of phasing in the introduction of 1,140 hours of universal free childcare for some 2 and all 3 to 5 year olds. This will be fully

implemented by 2020/21.

B - Qualitative Evidence This is data which describes the effect or impact of a change on a group of people, e.g. some information provided as part of performance reporting.

Social - case studies; personal / group feedback / other

Best Judgement:

Has best judgement been used in place of data/research/evidence?	No
Who provided the best judgement and what was this based on?	
What gaps in data / information were identified?	None
Is further research necessary?	No
If NO, please state why.	Fully comprehensive Committee Report considered by Executive on 16 October 2018

SECTION FOUR: ENGAGEMENT

Engagement with individuals or organisations affected by the policy or proposal must take place

Has the proposal / policy / project been subject to engagement or consultation with service users taking into account their protected characteristics and socio-economic status?	No	
If YES, please state who was engagement with.		
If NO engagement has been conducted, please state why.	No consultation was required.	
How was the engagement carried out?	What were the results from the engagement? Please list...	
Focus Group	No	
Survey	No	
Display / Exhibitions	No	
User Panels	No	
Public Event	No	
Other: please specify		
Has the proposal / policy/ project been reviewed / changed as a result of the engagement?	No	
Have the results of the engagement been fed back to the consultees?	No	
Is further engagement recommended?	No	

SECTION FIVE: ASSESSING THE IMPACT

Equality Protected Characteristics: What will the impact of implementing this proposal be on people who share characteristics protected by the Equality Act 2010 or are likely to be affected by the proposal / policy / project? This section allows you to consider other impacts, e.g. poverty, health inequalities, community justice, public protection etc.

Protected Characteristic	Neutral Impact	Positive Impact	Negative Impact	Please provide evidence of the impact on this protected characteristic.
Age				
Disability				
Sex				
Ethnicity				
Religion / Belief / non-Belief				
Sexual Orientation				
Transgender				
Pregnancy / Maternity				
Marriage / Civil Partnership				
Poverty			✓	<p>The eligibility criteria and level of concessions has been reviewed for existing charges. For 2019/20 it is not proposed to change the eligibility criteria for free provision of school meals and breakfast clubs as they are already in line with national standards.</p> <p>In addition there is also a universal free entitlement to school meals for all children in primary 1-3.</p> <p>In support of the Council's Policy the concession charges for both breakfast clubs and music tuition have been reduced.</p>
Other, health, community justice, public protection etc.				
Risk (Identify other risks associated with this change)	Risk will be minimal. Cost increases to Services would be inflationary increase made to discretionary costs. Users of the service, if the met the criteria could be eligible for concessions.			

Public Sector Equality Duty: Scottish Public Authorities must have 'due regard' to the need to eliminate unlawful discrimination, advance quality of opportunity and foster good relations. Scottish specific duties include:

	Evidence of Due Regard
Eliminate Unlawful Discrimination (harassment, victimisation and other prohibited conduct):	
Advance Equality of Opportunity:	
Foster Good Relations (promoting understanding and reducing prejudice):	

SECTION SIX: PARTNERS / OTHER STAKEHOLDERS

Which sectors are likely to have an interest in or be affected by the proposal / policy / project?		Describe the interest / affect.
Business	No	
Councils	Yes	Benchmarking purposes.
Education Sector	No	
Fire	No	
NHS	No	
Integration Joint Board	No	
Police	No	
Third Sector	No	
Other(s): please list and describe the nature of the relationship / impact.		

SECTION SEVEN: ACTION PLANNING

Mitigating Actions: If you have identified impacts on protected characteristic groups in Section 5 please summarise these in the table below detailing the actions you are taking to mitigate or support this impact. If you are not taking any action to support or mitigate the impact you should complete the No Mitigating Actions section below instead.

Identified Impact	To Who	Action(s)	Lead Officer	Evaluation and Review Date	Strategic Reference to Corporate Plan / Service Plan / Quality Outcomes
Inflationary increase of costs for services.	Service users	<p>For 2019/20 it is not proposed to change the eligibility criteria for free provision of school meals and breakfast clubs as they are already in line with national standards. In addition there is also a universal free entitlement to school meals for all children in primary 1-3.</p> <p>In support of the Council's Policy the concession charges for both breakfast clubs and music tuition have been reduced.</p>	Gary Greenhorn		

No Mitigating Actions

Please explain why you do not need to take any action to mitigate or support the impact of your proposals.

Are actions being reported to Members?	No
If yes when and how ?	

SECTION EIGHT: ASSESSMENT OUTCOME

Only one of following statements best matches your assessment of this proposal / policy / project. Please select one and provide your reasons.

No major change required	Yes	Mitigation will reduce the impact on this proposal.
The proposal has to be adjusted to reduce impact on protected characteristic groups	No	
Continue with the proposal but it is not possible to remove all the risk to protected characteristic groups	No	
Stop the proposal as it is potentially in breach of equality legislation	No	

SECTION NINE: LEAD OFFICER SIGN OFF

Lead Officer:

Signature:	<i>Kirsty Wilsdon</i>	Date:	05/02/2019
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SECTION TEN: EPIA TASK GROUP ONLY

OVERALL ASSESSMENT OF EPIA:	Has the EPIA demonstrated the use of data, appropriate engagement, identified mitigating actions as well as ownership and appropriate review of actions to confidently demonstrate compliance with the general and public sector equality duties?	Yes
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ASSESSMENT FINDINGS		
If YES, use this box to highlight evidence in support of the assessment of the EPIA		
If NO, use this box to highlight actions needed to improve the EPIA		

Where adverse impact on diverse communities has been identified and it is intended to continue with the proposal / policy / project, has justification for continuing <u>without making changes been made</u>?	Yes	If YES, please describe: while changes would impact on certain groups including those in poverty, the concessions policy if applied will serve to mitigate those increases.
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LEVEL OF IMPACT: The EPIA Task Group has agreed the following level of impact on the protected characteristic groups highlighted within the EPIA

LEVEL		COMMENTS
HIGH	Yes / No	
MEDIUM	Yes / No	
LOW	Yes	

SECTION ELEVEN: CHIEF OFFICER SIGN OFF

Director / Head of Service:		
Signature:	<i>Fiona Campbell</i>	Date: 14/02/2019