



CMBC BUDGET PROPOSALS - EQUALITY IMPACT ASSESSMENT SUMMARY

The attached is a summary of the equality impact assessments that have been completed for each budget proposal to provide a clearer picture of the potential impacts the proposals will have on service delivery and on our workforce.

Calderdale Council is required to find savings of £15m in 2011/12, plus an additional £7m in 2012/13, plus an additional £6m in 2013/14 – i.e. £28m of 'new' savings over the next three financial years. This is a cut of approximately 14% when set against the total 2011/12 'standstill budget' (non-schools) of £194m.

The summary includes details of the area the proposal relates to, the directorate which this proposal relates to, the proposed amount the proposal will save in the first year, 2011-12 and the total that will be saved by 2013-14. Finally, it provides a 'snap-shot' of the key potential impact (s) the proposal will have on certain sections of our community and staff employed by the authority.

The second part to this document summarises the potential impact the proposals will have on the Council's workforce, split into age, gender, disability, ethnicity, and is based on the equality monitoring information that the authority collects on each of these protected characteristics.

NB Copies of all the Budget EIAs will be placed in each of the Member's Group Rooms and posted on the Council's website and intranet.

Table 1: Proposed savings and likely equality impacts						
	Proposed saving & context	Directorate (1)	Y1 2011/12 £ cut ▼	total 3 yr £ cut	FTE posts cut (CMBC)	Analysis – Impacts & issues
1	<p>Changes to payment for respite/short breaks in Direct Payments Well Being and Social Care - Direct Payments</p> <p>Currently people in receipt of a direct payment for respite receive the respite payment and payment for their weekly hours of support, in effect a double payment. The proposal is to deduct the weekly amount from the respite payment.</p>	AHSC	150,000	150,000	NIL	Service user profile equals 12% for Asian/Asian British Pakistani – an adverse impact will be felt by this group; without reliable data on faith we can assume that these cuts will have a detrimental effect on people from the Muslim faith too. A national report by CSCI identified that LGB people are more likely to use direct payment because of the choice and control it offers them around care. As there is anecdotal evidence that the profile of LGB people living in Calderdale is larger than average, the proposed measures could have a negative impact on this group.
2	<p>Reduce People’s Dependency on Care Services, Adults, Health & Social Care Commissioning & Contracting</p> <p>To modernise the adult social care independent sector home care contracts, focusing the purpose of home care on maintenance and promotion of independence through embedding re-ablement into the contracting model.</p>	AHSC	150,000	250,000	NIL	None identified.
3	<p>Remove under occupancy/use in day care block contracts, Adults, Health & Social Care Commissioning & Contracting</p> <p>To modernise the terms and conditions of Adults, Health & Social Care contracts with adult social care day service providers</p>	AHSC	50,000	240,000	NIL	Almost 60% of the service users accessing independent day care are aged 70 and above. So service users in this age range could experience a worse impact. 68% of service users accessing independent day care are women so there will be a negative impact on this group. Users of day care

Note (1) Directorates – AHSC Adults, Health and Social Care; CC Cross Council; CE Chief Executive; CYP Children and Young People’s Services; EE Economy and Environment; SSC Safer and Stronger Communities. (2) Staffing EqIA to be reviewed when cuts are made and protected characteristics can be identified.

Table 1: Proposed savings and likely equality impacts						
	Proposed saving & context	Directorate (1)	Y1 2011/12 £ cut ▼	total 3 yr £ cut	FTE posts cut (CMBC)	Analysis – Impacts & issues
	from a block basis to a cost and volume basis. Contract values to be guaranteed at 60% with the remaining 40% subject to actual levels of delivery being achieved in line as measured through a performance framework.					services will have a disability and/or be vulnerable, so there will be a negative impact on these groups. There will also be a negative impact on carers.
4	Review of Supporting People Contracts Current contracts for the combined client groups amount to £3,420,632 per year. Proposed savings on new contracts amount to £289,364. Proposed savings on older people's services are £50,636. The overall saving is £340,000.	AHSC	340,000	340,000	NIL	Narrower choice of specialist services for young people in need of support and potential reduction in unit capacity in new services. Potential narrower choice of services and reduced capacity for people on low incomes. Potential reduction of services to those at risk of losing tenancies. Potential reduced notion of community safety, crime and fear of crime. Potential change in total unit capacity. National research shows a disproportionate number of young homeless people identify as LGBT so there could be a disproportionate impact on this group.
5	Review of Well Being & Social Care Management Structure following reconfiguration of in-house services Reduce number of managers as result of reduction of directly provided services.	AHSC	NIL	82,000	1.6	None identified.
6	Savings & efficiencies in the Contracting Regime Adults, Health & Social Care Commissioning & Contracting During the annual settlement with contracted home care providers and care	AHSC	100,000	350,000	NIL	It is possible that there will be individual adults with physical disabilities, learning disabilities or sensory impairments and older people who may experience in a reduction in the quality of their service as the provider has

Note (1) Directorates – AHSC Adults, Health and Social Care; CC Cross Council; CE Chief Executive; CYP Children and Young People's Services; EE Economy and Environment; SSC Safer and Stronger Communities. (2) Staffing EqIA to be reviewed when cuts are made and protected characteristics can be identified.

Table 1: Proposed savings and likely equality impacts						
	Proposed saving & context	Directorate (1)	Y1 2011/12 £ cut ▼	total 3 yr £ cut	FTE posts cut (CMBC)	Analysis – Impacts & issues
	homes to implement negative inflation of 5.4% to the contract values with effect from April 2011.					a reduced available level of resource from which to ensure quality. This will also impact on carers 56% of older people in Calderdale are women so the changes will impact more on this group.
7	Demand Management from Telecare Enhancing independence by providing support to people in their own homes through the use of technology rather than staff. Existing telecare provision is used by many people and has been found to be effective and good VFM.	AHSC	100,000	300,000	NIL	None identified.
8	Efficiency savings at Ferney Lee. Wellbeing & Social Care Efficiency savings; reduction in management costs, increase capacity and income.	AHSC	75,000	75,000	1	None identified.
9	Management Review of Independent Living Scheme (ILST) Adults, Health and Social Care Independent Living Supported Tenancies (Learning Disabilities). Reduction in management to be achieved through leaner working.	AHSC	52,000	61,000	2.3	None identified.
10	Reconfigure Reablement Service to Improve Efficiency Reduction in the size of the reablement teams.	AHSC	300,000	500,000	17.5	The workforce affected is predominantly female, so will affect this group disproportionately if redundancies are made.

Note (1) Directorates – AHSC Adults, Health and Social Care; CC Cross Council; CE Chief Executive; CYP Children and Young People’s Services; EE Economy and Environment; SSC Safer and Stronger Communities. (2) Staffing EqIA to be reviewed when cuts are made and protected characteristics can be identified.

Table 1: Proposed savings and likely equality impacts						
	Proposed saving & context	Directorate (1)	Y1 2011/12 £ cut ▼	total 3 yr £ cut	FTE posts cut (CMBC)	Analysis – Impacts & issues
11	Reduce Community Learning Disabilities Team Management Costs Wellbeing and Social Care Community Learning Disability Team Reduce management costs by deletion of Senior Practitioner role	AHSC	35,000	35,000	1	May result in increased waiting times for assessment/services for people with disabilities and their carers.
12	Reduction of Night care staff in SHARE Share waking night care staff. Reduce the waking night care hours from 140 to 70.	AHSC	40,000	40,000	3.2	Reduction of staff may have a service impact on customers who have a disability.
13	Refocus the Out of Hours Service on critical need. The service provided by the in-house Out of Hours teams is currently provided by 3 teams working from 8.30pm until 7am. Through the more effective management of referrals, the service will be concentrated on service users who have the greatest need for an out of hours service to maintain their independence	AHSC	20,000	60,000	6.15	Proportionately there are more Older People receiving this service therefore they will be more affected by any change. More than half of the people using the service are 80 years plus, therefore there will be more of a negative impact on this older age group. 82% of the service users are women and 8% are from an Asian/Asian British Pakistani background so there may be an adverse impact on both these groups.
14	Review & redesign in-house Day & Vocational Support Service Calderdale Inclusion Support Services. The savings proposed are to reduce staffing costs, via vacancy monitoring whilst the service undertakes a review. The first year savings will be met by staff vacancies. In year 2012/13 if there are no vacancies then there is the potential for staff redundancies. Depending on the grades this would be a minimum of 2 posts.	AHSC	50,000	100,000	4.8	The proposal will have an impact on people with mental health problems, reducing their access to social, vocational and individual support.

Note (1) Directorates – AHSC Adults, Health and Social Care; CC Cross Council; CE Chief Executive; CYP Children and Young People’s Services; EE Economy and Environment; SSC Safer and Stronger Communities. (2) Staffing EqIA to be reviewed when cuts are made and protected characteristics can be identified.

Table 1: Proposed savings and likely equality impacts						
	Proposed saving & context	Directorate (1)	Y1 2011/12 £ cut ▼	total 3 yr £ cut	FTE posts cut (CMBC)	Analysis – Impacts & issues
15	Review of Client Financial Services Section The proposed saving is a deletion of a Client Financial Services Officer post.	AHSC	20,000	20,000	1	The function of Client Financial Services may reduce. As this function relates mainly to older people, people with learning disabilities and people with mental health issues, it could have a detrimental impact on finances if the Appointee service reduced the amount of support it could offer to clients.
16	Review of Administration (Headquarters & Adult Care Locality Support) Savings related to Head Quarters Receptionist support and Admin Locality support to Assessment & Care Management Service	AHSC	40,000	80,000	3.6	The Directorate has a high percentage of female staff (82.04%). It is assumed that a large proportion of administrative related posts are occupied by women. This proposal is therefore likely to have a disproportionate impact on women.
17	Review of Contracts Section - workload management efficiencies Contracts performance management and procurement functions. Staff savings equating to approximately £40,000 pa.	AHSC	40,000	40,000	2	None identified.
18	Review of Sleep-in duty requirement at Ferney Lee Wellbeing & Social Care Change to cover arrangements at night.	AHSC	12,500	12,500	NIL	None identified.
19	Review of Training Function Adults, Health and Social Care Workforce Development Reduction of 2 FTE Training Officer posts	AHSC	35,000	70,000	2	None identified.

Note (1) Directorates – AHSC Adults, Health and Social Care; CC Cross Council; CE Chief Executive; CYP Children and Young People’s Services; EE Economy and Environment; SSC Safer and Stronger Communities. (2) Staffing EqIA to be reviewed when cuts are made and protected characteristics can be identified.

Table 1: Proposed savings and likely equality impacts						
	Proposed saving & context	Directorate (1)	Y1 2011/12 £ cut ▼	total 3 yr £ cut	FTE posts cut (CMBC)	Analysis – Impacts & issues
20	Review skill mix of Assessment & Care Management Teams The savings will come from two different sources. 1. Not recruiting to posts that are currently vacant 2. Reviewing the skills mix so that there is a 30/70% split in favour of Social Care Co-ordinators rather than qualified staff who can undertake care management.	AHSC	150,000	200,000	13	A reduction in the staffing structure may result in older people, carers, people with disabilities and people from a low socio-economic background experiencing a delay in assessment.
21	Review of Community Mental Health Services (working age adults) Reduce the CPA/Risk/Safeguard Post to 0.5 WTE in 2011/12 and then remove the post totally 2012/13. Reduce AMHP hours by one day. Reduce mental health support worker hours.	AHSC	25,000	50,000	1.8	Potential impact on individuals experiencing mental health issues. The role and function of the CPA/Risk/Safeguarding post will be allocated to other managers.
22	Staffing efficiencies within the In-house extra care home care service Management savings within the in-house extra care service	AHSC	15,000	30,000	1.6	None identified.
23	Rationalise Complaints and Compliments Service Efficiencies from the integration of the Complaints and Compliments function across the Calderdale MBC and Calderdale Primary Care Trust (PCT)	AHSC	25,000	25,000	1	None identified.

Note (1) Directorates – AHSC Adults, Health and Social Care; CC Cross Council; CE Chief Executive; CYP Children and Young People’s Services; EE Economy and Environment; SSC Safer and Stronger Communities. (2) Staffing EqIA to be reviewed when cuts are made and protected characteristics can be identified.

Table 1: Proposed savings and likely equality impacts						
	Proposed saving & context	Directorate (1)	Y1 2011/12 £ cut ▼	total 3 yr £ cut	FTE posts cut (CMBC)	Analysis – Impacts & issues
24	Review in-house Day Support Service (learning disability day service) Making effective use of buildings by transferring services at Clay House/ Hipperholme to Lower Edge	AHSC	83,000	165,000	7	Carers may feel anxious about the cared for moving to a new location. Some people will have slightly reduced support to access some community/social activities. People will have to adjust to a new building.
25	Review of Fees & Charges Increase charges under Fairer Charging policy.	AHSC	480,000	550,000	NIL	Will have an adverse impact on older people as they are the main service users. There is an increased risk for those people who are aged 75+, as more people in this age group pay for services. Carers are predominantly women and will be expected to plug the 'care gap' if charges are increased and people stop using services because they can no longer afford them. The cost of living for disabled people is higher so any additional costs could have an adverse impact on this group. However, disability related expenditure is taken into account as part of the financial assessment and is offset against any disability related benefits.
26	Cease provision of NVQ Training from 1 September 2011 Workforce development Deletion of all posts	AHSC	75,000	150,000	5	None identified.
27	Cease provision of staff free meals Wellbeing and Social Care Mental Health, Older People and Learning Disability provider services Stopping of free meals for staff when working on shift	AHSC	70,000	70,000	NIL	None identified.

Note (1) Directorates – AHSC Adults, Health and Social Care; CC Cross Council; CE Chief Executive; CYP Children and Young People's Services; EE Economy and Environment; SSC Safer and Stronger Communities. (2) Staffing EqIA to be reviewed when cuts are made and protected characteristics can be identified.

Table 1: Proposed savings and likely equality impacts						
	Proposed saving & context	Directorate (1)	Y1 2011/12 £ cut ▼	total 3 yr £ cut	FTE posts cut (CMBC)	Analysis – Impacts & issues
28	Improvement and Quality Section a) Deletion of the vacant part time Equality and Diversity Project Officer b) Review of Management information Section	AHSC	Linked to corporate admin review and the planned automation of the corporate Management Information System.			Deletion of one of the part-time Equality and Diversity Project Manager post will have an adverse impact on all the protected characteristics and will impact on our ability to carry out effective strategic and development work. The Improvement and Quality Team is predominantly female, so any redundancies will impact more on women.
29	Corporate Admin Review Purpose of this service is to (i) Transactional processes; (ii) Post handling; (iii) Personal assistant/Secretarial support to Managers; (iv) Performance management, management information and system	CC	330,00	1,200,000	NIL	A number of lower paid, female staff will ultimately lose their posts once the review takes place. Additional pressure to undertake administrative roles by remaining staff. Impact on the workforce profile of some service areas.
30	Process Re-engineering The purpose of this proposal is: to eradicate unnecessary procedures and combine/rationalise procedures across the Council.	CC	NIL	500,000	NIL	Will impact on the way services are delivered across all service areas.
31	Shared Services Review functions where there is the potential to share the services with other Local Authorities or other partners.	CC	NIL	1,500,000	No posts identified	Potential reduction in staffing numbers which may potentially affect the way that a number of services are delivered to vulnerable groups. Impact on the workforce profile of some service areas.

Note (1) Directorates – AHSC Adults, Health and Social Care; CC Cross Council; CE Chief Executive; CYP Children and Young People’s Services; EE Economy and Environment; SSC Safer and Stronger Communities. (2) Staffing EqIA to be reviewed when cuts are made and protected characteristics can be identified.

Table 1: Proposed savings and likely equality impacts						
	Proposed saving & context	Directorate (1)	Y1 2011/12 £ cut ▼	total 3 yr £ cut	FTE posts cut (CMBC)	Analysis – Impacts & issues
32	Price inflation To ensure that there is no increase in budgets to service areas to allow them to procure, commission buy essentials to allow services to be provided internally and externally.	CC	750,000	750,000	NIL	Reduces ability to buy in additional resources, e.g., stationary, IT equipment, commissioning of services, against what is allowed. Potential impact on service delivery across all areas.
33	Employers Superannuation Reduce the provision for the increase in the employers' superannuation contributions as a result of the annual increases being less than forecast.	CC	320,000	1,920,000	NIL	None identified
34	Reduce Housing Benefit Subsidy Reduce the budget for the housing benefit subsidy as a result of the findings of the 2009/10 Audited Statement of Accounts.	CC	800,000	800,000	NIL	None identified
35	External Audit Fees Central Government has reduced the need for scrutiny and this option reflects this and reduces the level of budget provision for external audit.	CC	50,000	50,000	NIL	None identified
36	Corporate Admin Review Purpose of this service is to (i) Transactional processes; (ii) Post handling; (iii) Personal assistant/Secretarial support to Managers; (iv) Performance management, management information and system	CC	330,000	1,200,000	NIL	A number of lower paid, female staff will ultimately lose their posts once the review takes place. Additional pressure to undertake administrative roles by remaining staff. Impact on the workforce profile of some service areas.
37	Reduction in finance posts/budget Finance service Deletion of 10 vacant posts	CE	300,000	300,000	8.6 (V)	None identified. Staffing ²

Note (1) Directorates – AHSC Adults, Health and Social Care; CC Cross Council; CE Chief Executive; CYP Children and Young People's Services; EE Economy and Environment; SSC Safer and Stronger Communities. (2) Staffing EqIA to be reviewed when cuts are made and protected characteristics can be identified.

Table 1: Proposed savings and likely equality impacts						
	Proposed saving & context	Directorate (1)	Y1 2011/12 £ cut ▼	total 3 yr £ cut	FTE posts cut (CMBC)	Analysis – Impacts & issues
	and reduction in non-salaries budgets					
38	Reduction in the cost of Members' services Democratic and partnership services. Reduction in cost of Members' Services.	CE	60,000	60,000	NIL	None identified
39	Deletion of vacant post Human Resources Service Deletion of 3 posts.	CE	100,000	100,000	3 (V)	Staffing ²
40	Centralisation of training Human Resources Service. Centralisation of training functions across the council.	CE	150,000	150,000	NIL	Numbers of staff not identified ²
41	Centralisation of occupational health in the council Human Resources Service Centralisation of occupational health budgets.	CE	60,000	60,000	NIL	Numbers of staff not identified ²
42	Business Change and Performance Restructure Business Change and Performance Management. Deletion of seven vacant posts as part of the implemented of the service transformation and savings within other budgets.	CE	291,000	291,000	7 (V)	Numbers of staff not identified ²
43	Deletion of Deputy Chief Executive's Post Chief Executive's Management. Deletion of post of Deputy Chief Executive.	CE	157,000	157,000	1 (V)	Potential disproportionate impact on gender workforce profile

Note (1) Directorates – AHSC Adults, Health and Social Care; CC Cross Council; CE Chief Executive; CYP Children and Young People's Services; EE Economy and Environment; SSC Safer and Stronger Communities. (2) Staffing EqIA to be reviewed when cuts are made and protected characteristics can be identified.

Table 1: Proposed savings and likely equality impacts						
	Proposed saving & context	Directorate (1)	Y1 2011/12 £ cut ▼	total 3 yr £ cut	FTE posts cut (CMBC)	Analysis – Impacts & issues
44	Deletion of budget for the comprehensive area assessment Chief Executive's Management Deletion of budget for CAA and associated strategic management budgets	CE	42,000	42,000	NIL	None identified.
45	Access and Capital To ensure appropriate advice and support schools is available to ensure compliance on all statutory Health and Safety matters, monitor activity, report on non compliance and ensure appropriate risk management is undertaken. Ensure school visits are adequately assessed and approval processes are maintained.	CYPS	46,000	71,000	3	Reduction of posts within the team, reduction of schools repair budget, potentially financial implications for not meeting legal responsibilities.
46	Reduction PA Support Provide the right services to young people and families, and to ensure children and young people are safe, have the best learning, development and enjoyment opportunities, to reach their full potential.	CYPS	45,000	45,000	2	Adverse impact on profile of female employees.
47	Behaviour & Attendance Service - Education Welfare Team Ensure the attendance of children and young people of statutory school age and to monitor Children Missing from Education, Elective Home Education and Child Employment and Entertainment.	CYPS	36,000	36,000	1	Reduced level of service to young people from socio - economic group, additional duties on remaining staff.

Note (1) Directorates – AHSC Adults, Health and Social Care; CC Cross Council; CE Chief Executive; CYP Children and Young People's Services; EE Economy and Environment; SSC Safer and Stronger Communities. (2) Staffing EqIA to be reviewed when cuts are made and protected characteristics can be identified.

Table 1: Proposed savings and likely equality impacts						
	Proposed saving & context	Directorate (1)	Y1 2011/12 £ cut ▼	total 3 yr £ cut	FTE posts cut (CMBC)	Analysis – Impacts & issues
48	Family Support Services – Educational Psychology The Educational Psychology Service delivers three key functions: A specified statutory assessment of complex pupils for SEN Statements Psychological advice to the Local Authority as proscribed by the Education Act and Code of Practice for SEN Psychological services to children, parents and schools in Calderdale.	CYPS	15,000	15,000	1	Reduction in service delivered to young people with special educational needs and disabilities.
49	Learning Services Re-Design To monitor, support and challenge schools to improve attainment and the quality of provision for young people aged 3-19.	CYPS	729,000	1,457,000	28.6	Reduction in the provision of services to young people, reduced levels of attainment for males and BME young people and workforce profile of men/women disproportionately affected.
50	Reshaping Young People’s Services - The provision of informal education and activities for young people, through a youth work service. Contributions to a range of strategies aimed at young people’s health and well-being (Including teenage pregnancy and substance use); crime and anti-social behaviour; NEET/ disengagement from education; young people’s involvement in decision-making and active citizenship.	CYPS	200,000	540,000	2	Impact on service delivery to young people affecting all aspects of their health, well being and opportunities for learning.
51	Early Years Learning Support the delivery of the Children’s Centre Core offer particularly support for the Early	CYPS	110,000	193,000	3	Levels of learning provision to young children reduced, parents from socio-economic backgrounds to find alternative

Note (1) Directorates – AHSC Adults, Health and Social Care; CC Cross Council; CE Chief Executive; CYP Children and Young People’s Services; EE Economy and Environment; SSC Safer and Stronger Communities. (2) Staffing EqIA to be reviewed when cuts are made and protected characteristics can be identified.

Table 1: Proposed savings and likely equality impacts						
	Proposed saving & context	Directorate (1)	Y1 2011/12 £ cut ▼	total 3 yr £ cut	FTE posts cut (CMBC)	Analysis – Impacts & issues
	Years Foundation Stage.					Provision.
52	Parent Partnership Support an information service for all parents and carers in Calderdale who have a child who needs extra support or help in school.	CYPS	£10,000	10,000	0.2	Reduce advise provision to parents of children with SEN, health and well being of child affected, reduction in staff affects workforce profile
53	Targeted Mental Health Grant Support for students with emotional difficulties	CYPS	172,000	172,000	1	Reduced level of support to young people with emotional needs, families from socio-economic backgrounds, health and well being of young people, disproportionate impact on the workforce profile.
54	Home to School Transport Provide transport for all eligible pupils	CYPS	100,000	100,000	NIL	Reduced access to transport for socio-economically challenged young people and parents, increase costs in finding alternative provision by parents
55	Play Services To provide open access play for children 8-13 years across Calderdale	CYPS	73,000	73,000	2	Reduction in provision to young people, impact on young people's health and well being, increased costs in finding alternative provision by parents, increase work pressure on remaining staff, disproportionate affect on workforce profile.
56	Reduction in Directorate Workforce Development To ensure staff are able to perform their roles to the best of their ability. To ensure staff get access to appropriate training and development to be able to best undertake their roles.	CYPS	354,000	359,000	3	Staff not kept up to date with legislation, good practice, etc; affect their ability to provide effective services, additional workforce pressures on remaining staff, disproportionate affect on workforce profile.

Note (1) Directorates – AHSC Adults, Health and Social Care; CC Cross Council; CE Chief Executive; CYP Children and Young People's Services; EE Economy and Environment; SSC Safer and Stronger Communities. (2) Staffing EqIA to be reviewed when cuts are made and protected characteristics can be identified.

Table 1: Proposed savings and likely equality impacts						
	Proposed saving & context	Directorate (1)	Y1 2011/12 £ cut ▼	total 3 yr £ cut	FTE posts cut (CMBC)	Analysis – Impacts & issues
57	Management functions within Children and Young People's Services Provide the right services to young people and families, and to ensure children and young people are safe, have the best learning, development and enjoyment opportunities, to reach their full potential.	CYPS	20,000	40,000	1	Protected characteristics of workforce profile to be reviewed when cuts confirmed
58	Family Support Services –Service Statement Support and Review and SEN Services This is a service which assesses children with special educational needs and identifies whether additional support is required, it determines placement and educational provision	CYPS	119,000	119,000	5	Reduced service provision to young people with SEN, additional workforce pressures on remaining staff, disproportionate affect on workforce profile.
59	Family Services The Extended Schools Central Support Service supports schools to develop education provision for children outside schools hours for example, breakfast clubs.	CYPS	337,000	337,000	6	Additional child care expense for parents, affect those from socio-economic groups, health and well being of children.
60	Improved Management of Council Assets The savings are based on improving the portfolio management of the Council's assets and making savings on the non-domestic rates and exiting from leases where possible from across the Council portfolio.	EE	103,000	343,000	NIL	Reduced access to services by certain individuals especially if the service is relocated in alternative buildings. Relocation of staff into buildings not fit for purpose.

Note (1) Directorates – AHSC Adults, Health and Social Care; CC Cross Council; CE Chief Executive; CYP Children and Young People's Services; EE Economy and Environment; SSC Safer and Stronger Communities. (2) Staffing EqIA to be reviewed when cuts are made and protected characteristics can be identified.

Table 1: Proposed savings and likely equality impacts						
	Proposed saving & context	Directorate (1)	Y1 2011/12 £ cut ▼	total 3 yr £ cut	FTE posts cut (CMBC)	Analysis – Impacts & issues
61	Review of Building Control Structure Reduction in workload and fee income resulting in income shortfall	EE	55,000	55,000	3	Withdrawal of safety provisions to private dwellings, public and business premises, which may ultimately have an impact on the delivery of service. Loss of three posts will impact on the workforce profile, additional pressure on staff to undertake additional workloads, possible impact on health and wellbeing of staff.
62	Restructure and other cost savings in Development Management Withdrawal of arrangement with third party to display and remove site notices relating to applications for planning and other permissions along with staffing reductions as a result of the new structure.	EE	80,000	160,000	5	Reduce levels of service; loss of five posts will impact on the workforce profile, additional pressure on staff to undertake additional workloads, possible impact on health and wellbeing of staff.
63	Development Strategy Energy Management Staff Savings Delete vacant post	EE	39,000	39,000	1	Authority spends more money on energy used in its buildings; currently spends £4m per year on energy. Wider impact on the environment.
64	Minimising the Cost of the Local Development Framework (LDF) The cost of the LDF will be reduced by undertaking work in-house rather than using external organisations/consultants.	EE	150,000	NIL	NIL	Possibly impact on further versions of the LDF being expertly produced, additional pressure on staff to undertake additional workloads, possible impact on health and wellbeing of staff.
65	Rationalisation of ICT Support Reductions in staffing and software costs relating to the Directorate	EE	47,000	47,000	1	Potentially, remaining staff will have to take on additional responsibilities, possible impact on health and wellbeing of staff.
66	Rationalisation of Business Support/ Customer Services Reduction in employees/supplies and	EE	63,000	63,000	4	Potentially, remaining staff will have to take on additional responsibilities. Reduced ability to buy in services.

Note (1) Directorates – AHSC Adults, Health and Social Care; CC Cross Council; CE Chief Executive; CYP Children and Young People’s Services; EE Economy and Environment; SSC Safer and Stronger Communities. (2) Staffing EqIA to be reviewed when cuts are made and protected characteristics can be identified.

Table 1: Proposed savings and likely equality impacts						
	Proposed saving & context	Directorate (1)	Y1 2011/12 £ cut ▼	total 3 yr £ cut	FTE posts cut (CMBC)	Analysis – Impacts & issues
	services budget					
67	Improved Management of Council Assets The savings are based on improving the portfolio management of the Council's assets and making savings on the non-domestic rates and exiting from leases where possible from across the Council portfolio.	EE	103,000	343,000	NIL	Reduced access to services by certain individuals especially if the service is relocated in alternative buildings. Relocation of staff into buildings not fit for purpose.
68	Review of Building Control Structure Reduction in workload and fee income resulting in income shortfall	EE	55,000	55,000	3	Withdrawal of safety provisions to private dwellings, public and business premises, which may ultimately have an impact on the delivery of service to all customers.
69	Recycling Improvements To increase the efficiency of the recycling service within Calderdale	EE	50,000	170,000	NIL	Lack of publicity on changes.
70	Review of Environmental Health Savings can be made by reducing non-essential work in this area and by rationalising what services are currently performed.	EE	62,000	143,000	4.1	Reduce levels of enforcement that may affect all groups, environmental impacts on socio-economic groups.
71	Restructure of Private Sector Housing Services Restructure of the Private Sector Housing and the strategy & enabling teams to make efficiencies in administration and management costs.	EE	40,000	80,000	3	Reduction in home improvements for those on low incomes, deterioration in housing stock, increase in the number of vacant properties, staff take on additional responsibilities, health and wellbeing of staff, disproportionate impact on workforce profile.
72	Streamline Housing Strategy and Access Service Deletion of one post and make service					Reduction in service provision to homeless families, additional workloads on remaining staff.

Note (1) Directorates – AHSC Adults, Health and Social Care; CC Cross Council; CE Chief Executive; CYP Children and Young People's Services; EE Economy and Environment; SSC Safer and Stronger Communities. (2) Staffing EqIA to be reviewed when cuts are made and protected characteristics can be identified.

Table 1: Proposed savings and likely equality impacts						
	Proposed saving & context	Directorate (1)	Y1 2011/12 £ cut ▼	total 3 yr £ cut	FTE posts cut (CMBC)	Analysis – Impacts & issues
	efficiencies in the Housing Options Service.	EE	33,000	65,000	1	
73	Restructure of Highways Maintenance Management Removal of mainly vacant posts from the Highway Maintenance staff structure in Highways Management and Projects.	EE	140,000	126,000	5	Reduction in the maintenance of roads affected by adverse weather conditions, impact on provision of services to those requiring home care, young people at risk, mental health service users, disproportionate impact on workforce profile.
74	Network Management Savings Deletion of one administrative post and amalgamation of Highways and Engineering together on the same site	EE	10,000	35,000	1	Additional workloads on remaining staff, disproportionate impact on workforce profile.
75	Restructure of Networks/Traffic Related Teams Amalgamate and rationalise teams within Networks and Highways such as Rights of Way, Traffic, Road Safety, DC/ Transportation and related overheads.	EE	181,000	266,000	8	Higher incidences of road traffic accidents for all, in particular socio-economic groups, reduced access to rights of way for disabled and BME people, additional pressure on workloads, disproportionate impact on workforce profile.
76	Parking Services Staffing Reductions Restructure and reduction in the number of posts	EE	70,000	70,000	4	Reduction in parking enforcement, increase in illegal parking and congestion, reduction in disabled people accessing town centres,
77	Manage Markets Differently Introduction of a new staff structure for Markets and reduction in cost centre overheads.	EE	52,000	105,000	4	Reduced improvements to markets, increase in users attending neighbouring markets, impact on local economy, eg, Totally Local initiative, additional work pressure on remaining staff, disproportionate impact on workforce profile, impact on health and wellbeing of staff.

Note (1) Directorates – AHSC Adults, Health and Social Care; CC Cross Council; CE Chief Executive; CYP Children and Young People’s Services; EE Economy and Environment; SSC Safer and Stronger Communities. (2) Staffing EqIA to be reviewed when cuts are made and protected characteristics can be identified.

Table 1: Proposed savings and likely equality impacts						
	Proposed saving & context	Directorate (1)	Y1 2011/12 £ cut ▼	total 3 yr £ cut	FTE posts cut (CMBC)	Analysis – Impacts & issues
78	Transport Services Restructure To reduce the overall cost of Transport Services in order to contribute towards achieving Council wide budget reductions/savings.	EE	43,000	80,000	3	Reduction in the provision of services to older people, disabled people and young people with special needs.
79	Land and Property Team Restructure Restructure of the Land and Property Team	EE	50,000	94,000	5.3	Additional workloads on remaining staff.
80	Review of Business and Economy Reviewing the provision of business support across the region and a review of the authority's delivery methods.	EE	37,000	131,000	3	Reduced support to local businesses, impact on the local economy, potential increase in unemployment
81	Transfer of School Crossing Patrols Schools to provide this service (maybe able to commission from the authority)	EE	123,000	247,000	NIL	Health and safety of young people compromised and increase in road traffic accidents involving young people.
82	Workwise and ISCAL Operations Review Outsourcing the Workwise service to PLUSS	EE	NIL	70,000	NIL	Improved service delivery to disabled clients
83	Building, Design and Maintenance Review Change to providing client management skills to contracts, with the team function moved into Major Projects or outsourced to other organisations	EE	40,000	887,000	5	School building projects may not be completed on time, additional workloads on remaining staff.
84	Increase Parking Income To generate additional income and comply with the principles of demand management for car travel.	EE	453,000	603,000	NIL	Increase in income, less car travel, healthier lifestyles, potential impact on social-economic group and older people.

Note (1) Directorates – AHSC Adults, Health and Social Care; CC Cross Council; CE Chief Executive; CYP Children and Young People's Services; EE Economy and Environment; SSC Safer and Stronger Communities. (2) Staffing EqIA to be reviewed when cuts are made and protected characteristics can be identified.

Table 1: Proposed savings and likely equality impacts						
	Proposed saving & context	Directorate (1)	Y1 2011/12 £ cut ▼	total 3 yr £ cut	FTE posts cut (CMBC)	Analysis – Impacts & issues
85	Reduced Cost of Highways Works Reduce the budget for the maintenance of street lighting by 15%, festive lighting and maintenance of green areas around roads.	EE	158,000	158,000	NIL	Reduction in street lighting, decrease in community safety amongst vulnerable groups in rural and isolated areas.
86	Reduction in Surplus Reserves and Training Budget Removal of the reserves of £150k and training budget of £73k. Increase contribution from other directorates budgets in 2012-13 totalling £200,000	EE	273,000	NIL	NIL	Reduction in training made available to staff in the first year.
87	Directorate Management Restructure Deletion of posts and reduction in employees and associated budget to reflect the changes in service provision and to ensure effective and efficient management.	EE	50,000	100,000	2	Additional workloads on remaining staff, disproportionate impact on workforce profile on certain protected characteristics.
88	Reduction in Management Transformation of service and reduction in management costs	SSC	34,000	68,000	2	No potential differential impact for service delivery identified at this stage, based on the information currently available. The proposal is expected to impact on age. Staff potentially affected include those who are 50+. ONS statistics indicate that workers aged above 50 have less chance of gaining redeployment/ further employment than younger workers.

Note (1) Directorates – AHSC Adults, Health and Social Care; CC Cross Council; CE Chief Executive; CYP Children and Young People’s Services; EE Economy and Environment; SSC Safer and Stronger Communities. (2) Staffing EqIA to be reviewed when cuts are made and protected characteristics can be identified.

Table 1: Proposed savings and likely equality impacts						
	Proposed saving & context	Directorate (1)	Y1 2011/12 £ cut ▼	total 3 yr £ cut	FTE posts cut (CMBC)	Analysis – Impacts & issues
89	Reduction in overtime Transformation of the safer, cleaner, greener service and reduction in management costs	SSC	40,000	70,000	NIL	No potential differential impact for service delivery identified at this stage, based on the information currently available. Impact cannot be identified on workforce profile until the proposal is implemented as the proposal
90	Review of Registrars Transformation of service to reduce staffing costs and increase income	SSC	29,000	50,000	1	The increase in the hire charge for the new ceremony room may be a barrier to those on lower incomes. The proposal is expected to impact on age. Staff potentially affected include those who are 50+. ONS statistics indicate that workers aged above 50 have less chance of gaining redeployment/further employment than younger workers. As a consequence of the potential redundancy work will need to be shared out amongst other team members, the majority of whom are women and many who are part time. Women with caring responsibilities may be adversely affected.
91	Deliver Victoria Theatre through different model £0.75 price increase per ticket sold	SSC	45,000	100,000	NIL	provision for minorities (e.g. race and sexual orientation) may be curtailed if it cannot be commissioned by partners or financially supported by the commercial programme. Workforce profile - No potential differential impact identified at this stage, based on the information currently available, however, this will need to be reviewed as the future

Note (1) Directorates – AHSC Adults, Health and Social Care; CC Cross Council; CE Chief Executive; CYP Children and Young People’s Services; EE Economy and Environment; SSC Safer and Stronger Communities. (2) Staffing EqIA to be reviewed when cuts are made and protected characteristics can be identified.

Table 1: Proposed savings and likely equality impacts						
	Proposed saving & context	Directorate (1)	Y1 2011/12 £ cut ▼	total 3 yr £ cut	FTE posts cut (CMBC)	Analysis – Impacts & issues
						delivery model for the Victoria Theatre and the Picture House develops.
92	Neighbourhood & Community Engagement Service Re-design £515K due to withdrawal of government funding. Funding currently comes through the Area Based Grant and this has been withdrawn.	SSC	515,000	515,000	11	The areas of work affected by this budget reduction include: Community Safety Community Cohesion and Preventing Violent Extremism Equality and diversity Neighbourhood Management The aims of these services are to address the disproportionality faced by all these groups compared to the wider population, e.g. in crime/fear of crime, hate crime, access to services and wider quality of life outcomes and promote good relations and integration
93	Cultural Services – Public Halls The proposed savings to revenue budget prior to seeking alternative delivery mechanism in order to improve the prospects of future transfer.	SSC	15,000	40,000	NIL	Luddendenfoot Institute has DDA issues; nature of its location only currently offers step access. Its usage is mainly by regular groups and the Council is able to offer alternative venues of a similar size. Size and layout of halls may not meet the needs of some faith communities that require gender segregation for celebration of festivals and events, hence impact of increased charges on this group will be minimal. Increase in charges may impact on families and older people with less disposable income.

Note (1) Directorates – AHSC Adults, Health and Social Care; CC Cross Council; CE Chief Executive; CYP Children and Young People’s Services; EE Economy and Environment; SSC Safer and Stronger Communities. (2) Staffing EqIA to be reviewed when cuts are made and protected characteristics can be identified.

Table 1: Proposed savings and likely equality impacts						
Proposed saving & context	Directorate (1)	Y1 2011/12 £ cut ▼	total 3 yr £ cut	FTE posts cut (CMBC)	Analysis – Impacts & issues	
						so there is potentially an impact on all of these groups. There is likely to be an impact on some of these characteristics and a workforce EIA will need to be completed once posts have been identified. This service area has the highest level of BME staff representation within the Directorate.
94	Management Costs Reduction – Anti Social Behaviour All agencies involved in ASB co-location have recognised efficiency savings following the establishment of an integrated team.	SSC	40,000	40,000	1	Service Delivery - No potential differential impact identified at this stage, based on the information currently available. Workforce - The proposal is expected to impact on age. Staff potentially affected include those who are 50+. ONS statistics indicate that workers aged above 50 have less chance of gaining redeployment/further employment than younger workers.
95	Replace Grants with Integrated Commissioning – Grants to Voluntary Organisations The development of a joint approach to commissioning across the Council gives another opportunity – to use this joint commissioning to award funding in a more focused and structured way.	SSC	50,000	50,000	NIL	There still remains a need for BME infrastructure support which may disadvantage BME groups in the commissioning process.
96	Ground Floor Project to become Grant Aided The proposal is to make the Ground Floor Project more grant aided,	SSC	NIL	£12,000	NIL	The project is supported both financially and through staffing resources any change may impact upon the project and client groups who may share the characteristics identified.

Note (1) Directorates – AHSC Adults, Health and Social Care; CC Cross Council; CE Chief Executive; CYP Children and Young People’s Services; EE Economy and Environment; SSC Safer and Stronger Communities. (2) Staffing EqIA to be reviewed when cuts are made and protected characteristics can be identified.

Table 1: Proposed savings and likely equality impacts						
	Proposed saving & context	Directorate (1)	Y1 2011/12 £ cut ▼	total 3 yr £ cut	FTE posts cut (CMBC)	Analysis – Impacts & issues
97	Sharing Costs of Street Maintenance and Green Areas Locality working is anticipated to create immediate savings. Details of this saving option are still to be determined, it is anticipated there will be the following key areas: - delivering efficiencies in supplies and services, pooling budgets with Pennine Housing, reduced staffing.	SSC	214,000	413,000	4.6	Service delivery - No potential differential impact identified at this stage, based on the information currently available. Workforce profile - The proposal is expected to impact on age. Staff potentially affected include those who are 50+. ONS statistics indicate that workers aged above 50 have less chance of gaining redeployment/further employment than younger workers.
98	Integrated Activity & Community Development Active Lifestyles By integrating two work areas savings can be made.	SSC	50,000	75,000	NIL	Service Delivery and Workforce - No potential differential impact identified at this stage, based on the information currently
99	Optimising Income Generation Calderdale is one of the lowest charging Authorities in the Region. Introduction of charges will help keep these services/tourist attractions keep their premier offering.	SSC	185,000	400,000	NIL	Increased cost a possible barrier to accessing some recreation services. Increase in funeral prices may adversely impact on those on low incomes i.e. elderly partners of the deceased who are on low incomes.
100	Review Sports Facilities Pricing To increase charges to raise income, as customer feedback from the budget consultation, and to make the sports service more efficient and therefore reduce the amount of subsidy received from the authority.	SSC	450,000	510,000	NIL	The increase in charges may have a negative affect on people or families on low income.
101	Commercialise Museums Education Service There is a schools and education market in	SSC	50,000	100,000	NIL	A reduction in direct and project work with families, individuals and groups will result in an adverse impact for all equality strands.

Note (1) Directorates – AHSC Adults, Health and Social Care; CC Cross Council; CE Chief Executive; CYP Children and Young People’s Services; EE Economy and Environment; SSC Safer and Stronger Communities. (2) Staffing EqIA to be reviewed when cuts are made and protected characteristics can be identified.

Table 1: Proposed savings and likely equality impacts						
	Proposed saving & context	Directorate (1)	Y1 2011/12 £ cut ▼	total 3 yr £ cut	FTE posts cut (CMBC)	Analysis – Impacts & issues
	Calderdale and beyond its borders.					
102	External Licensing and Event Income Streams Introducing a Nationality Checking Service and charging for Street Trading Licenses	SSC	20,000	40,000	NIL	None identified.
103	Library Review and Stock Fund There is emerging evidence of alternative methods of delivery for library services with central hubs and alternative models of provision in community libraries	SSC	25,000	150,000	12	The following impact has been identified, however, the EqIA needs to be revisited during the course of the review and stock reduction to assess further impact on communities. It might make it more difficult for older people and families with young children to access library services in communities served by the libraries that are open 12 hours or less. Increased travel costs to access library services. An increased chance of incurring extra fees and charges. Workforce profile - There is likely to be an impact on some of these characteristics and a workforce EIA will need to be completed once posts have been identified. This service area employs a significant number of women many of whom work part time.
104	Library Service Review The overall collections fund currently total £324K with an additional income target of £120K. However, it is on the decline as downloading of sound and vision from internet site increases.	SSC	200,000	200,000	NIL	A joint EqIA with the above has been carried out. Any impact will be identified with above.

Note (1) Directorates – AHSC Adults, Health and Social Care; CC Cross Council; CE Chief Executive; CYP Children and Young People’s Services; EE Economy and Environment; SSC Safer and Stronger Communities. (2) Staffing EqIA to be reviewed when cuts are made and protected characteristics can be identified.

Table 1: Proposed savings and likely equality impacts						
	Proposed saving & context	Directorate (1)	Y1 2011/12 £ cut ▼	total 3 yr £ cut	FTE posts cut (CMBC)	Analysis – Impacts & issues
105	Reduce non-essential expenditure Cease Calderdale Call, Your Call and the A-Z guide	SSC	NIL	105,000	NIL	Groups of customer who do not have access to the web. Often the most vulnerable groups.
106	Reduction in Research Costs To reduce the level of resources dedicated to Research and Consultation and re-locate the function to Customer Services	SSC	75,000	100,000	2.1	Workforce profile - The proposal is expected to impact on age. Staff potentially affected include those who are 50+. ONS statistics indicate that workers aged above 50 have less chance of gaining redeployment/further employment than younger workers.

Note (1) Directorates – AHSC Adults, Health and Social Care; CC Cross Council; CE Chief Executive; CYP Children and Young People’s Services; EE Economy and Environment; SSC Safer and Stronger Communities. (2) Staffing EqIA to be reviewed when cuts are made and protected characteristics can be identified.

POTENTIAL IMPACT ON WORKFORCE

Adults Health and Social Care

Age

The assessment suggests that of the workforce between 16 to 24 year group and 25 to 34 year group are positively affected by the proposals 0.54%, 2.10%, 0.51% respectively. Some age groups, 35 to 44 year olds, 45 to 54 year olds, 55 to 64 year olds and over 65s are negatively affected by 2.93% and 0.99% respectively.

Gender

As the Directorate has a high percentage of female staff (82.04%) the proposals will have a more negative affect on female staff (84.9%) whereas they will a more positive affect on men by 2.33%.

Disability

The assessment finds that no staff members who have a disability are affected by the proposals. However, it is recognised that that there may be more staff members with disabilities who have not disclosed their disability status, noting that only 0.12% have refused to disclose are affected by the proposals.

Ethnicity

Staff from white ethnic groups are 2.58% more likely to be negatively affected, whilst staff from Asian ethnic groups are 0.87% more likely to be negatively affected by the proposals. Staff from black ethnic groups and Chinese ethnic groups are positively affected by 0.17% and 0.06% respectively.

Not Provided Groups

37.68% of staff have not provided details of their ethnic group which could affect the actual calculations in determining which groups will be affected. However, 34.69% will be affected by the proposals; thereby these proposals will have a 2.99% positive impact on these groups.

Children and Young People's Services

Age

The 16 to 24 year group and 25 to 34 year group are not negatively affected by the proposals by 4.88% and 5.65% respectively. The age group between 35 to 44, 45 to 54 and 55 to 62 are negatively affected by 1.34%, 6.43% and 3.56% respectively. Therefore groups aged 35 and above are slightly more adversely affected by the proposals than staff between 16 and 34 years of age.

Gender

The assessment finds that women are 7.29% less likely and men are 7.29% more likely to be affected by proposals. Therefore women are less likely to be affected by the proposals.

Disability

The assessment finds that no staff members who have a disability are affected by the proposals. However, it is recognised that there may be more staff members with disabilities who have not disclosed their disability status, noting that 0.73% of the 2.51% of staff members who have refused to disclose are affected by the proposals.

Ethnicity

Although staff from white ethnic groups represent 71.37%, 12.57% are negatively affected, Asian ethnic groups are 6.57% negatively affected and Black ethnic groups are negatively affected by 0.44% by these proposals. However, 23.89% of staff have not disclosed their ethnicity which will hinder accuracy of impact. The remaining ethnic groups will have a very slight positive impact.

Not Provided Group

23.89% of staff have not provided details of their ethnic group which could affect the actual calculations in determining which groups will be affected. However, 8.76% will be affected by the proposals.

Economy and Environment

Age

The assessment finds that the 16 to 24, 25 to 34 and 44 to 54 year old groups are negatively affected by 1.41%, 4.58% and 7.07%, whereas the 35 to 44 and 55 to 64 year group are positively affected 5.96% and 4.76%.

Gender

The assessment finds that women are 4.27% more likely to be affected by the proposals and men are more 4.27% less likely to be affected by proposals.

Disability

The assessment finds staff members who have a disability are less likely to be affected by the proposals by 0.41%.

Ethnicity

Staff from white ethnic group are more likely to be negatively impacted by the proposals by 6.53%. People of mixed parentage/ heritage are 0.92% negatively affected together with Asian and Black ethnic groups who are affected by 0.66% and 0.86%. However, staff who have not provided ethnicity information are positively impacted by 8.36%.

Not Provided Group

48.74% of staff have not completed the authority's equality monitoring form. Therefore this could affect the actual calculations in determining which groups will be affected. However, 40.38% will be affected by the proposals demonstrating that this group will be positively affected by 8.36%.

Safer and Stronger Communities**Age**

Two age groups are negatively affected by the proposals; these include 25 to 34 year olds and 55 to 64 year olds. The 35 to 44 year group have a positive impact of 2.26%, 45 to 54 year group have a slight positive impact of 1.11% and the remaining group of over 65's have no negative impact from the proposals.

Gender

The assessment finds that women are 4.13% less likely to be affected by the proposals and men are 4.13% more likely to be affected by proposals.

Disability

The assessment finds that that 2.63% staff members who have a disability are affected by the proposals. Therefore, staff with a disability are more likely to be affected by the proposal by 0.51%.

Ethnicity

Staff members from white ethnic groups are 3.95% more likely to be adversely affected by the proposals, where as staff from mixed parentage/mixed heritage are 3.52% more likely to be affected. However, although 1.59% of the staff are from an Asian ethnic group they are 7.62% more likely to suffer from a negative impact. Likewise, staff from Black ethnic groups are negatively affected by 1.11%. However, 36.27% of staff have not provided any information with regards to ethnicity or any other workforce equality profile information.

Not Provided Groups

36.27% of staff have not completed their ethnic monitoring forms which could affect the actual calculations in determining which groups will be affected. It needs to be noted that only 19.74% will be negatively affected by the proposals.

