

EXECUTIVE DECISION DAY NOTICE

Executive Lead Member for Universal Services Decision Day &
Executive Member for Countryside and Regulatory Services
Decision Day

Date and Time Monday 18th September, 2023 at 2.00 pm

Place Remote Decision Day - Remote

Enquiries to members.services@hants.gov.uk

Carolyn Williamson FCPFA
Chief Executive
The Castle, Winchester SO23 8UJ

FILMING AND BROADCAST NOTIFICATION

This decision day is being held remotely and will be recorded and broadcast live via the County Council's website.

AGENDA

Executive Lead Member for Universal Services

Deputations

To receive any deputations notified under Standing Order 12.

KEY DECISIONS (NON-EXEMPT/NON-CONFIDENTIAL)

1. BUS SERVICE IMPROVEMENT PLAN PLUS (Pages 5 - 16)

To consider a report of the Director of Universal Services regarding approval to spend the County Council's allocation of 'Bus Service Improvement Plan (BSIP) Plus' funding for 2023/24, on measures to improve public transport, as set out in Hampshire's BSIP.

NON KEY DECISIONS (NON-EXEMPT/NON-CONFIDENTIAL)

2. SAVINGS PROGRAMME TO 2025 – REVENUE SAVINGS PROPOSALS (Pages 17 - 196)

To consider a report of the Director of Universal Services regarding the detailed savings proposals that have been developed as part of the Savings Programme to 2025 (SP2025) Programme.

3. FUTURE OWNERSHIP AND MAINTENANCE OF BUS SHELTERS
(Pages 197 - 204)

To consider a report of the Director of Universal Services regarding responsibility for the provision and maintenance of bus shelters in areas where district and borough councils have an expired contractual agreement with a third party provider, and where they have confirmed to the County Council their intention to no longer proceed with existing arrangements. This report also seeks approval to procure, spend and enter contractual arrangements with a third-party provider to secure additional income through advertising on bus shelters.

Exclusion of the Press and Public

That the public be excluded from the meeting during the following item of business, as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during this item there would be disclosure to them of exempt information within Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972, and further that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons set out in the paper.

4. BUS SERVICE IMPROVEMENT PLAN PLUS - EXEMPT APPENDIX
(Pages 205 - 212)

An exempt appendix for item 1 on the agenda.

Executive Member for Countryside and Regulatory Services

Deputations

To receive any deputations notified under Standing Order 12.

KEY DECISIONS (NON-EXEMPT/NON-CONFIDENTIAL)

5. ENERGY SUPPLY CONTRACTS (Pages 213 - 222)

To consider a report of the Director of Universal Services regarding approval to contract via LASER Energy's new Framework for the supply of electricity and gas for the period April 2025 to March 2029.

6. COMMERCIAL WASTE COLLECTION, DISPOSAL AND RE-CYCLING SERVICES (Pages 223 - 230)

To consider a report of the Director of Universal Services regarding approval to spend and to the procurement of a framework agreement with a single supplier for the commercial waste collection, disposal and re-cycling contract.

NON KEY DECISIONS (NON-EXEMPT/NON-CONFIDENTIAL)

7. APPOINTMENTS TO OUTSIDE BODIES, STATUTORY JOINT COMMITTEES, PANELS AND PARTNERSHIP BOARDS (Pages 231 - 232)

To appoint a Member to the Hampshire Countryside Access Forum Partnership Board.

ABOUT THIS AGENDA:

On request, this agenda can be provided in alternative versions (such as large print, Braille or audio) and in alternative languages.

ABOUT THIS SESSION:

The press and public are welcome to observe the public sessions of the decision day via the webcast.

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HAMPSHIRE COUNTY COUNCIL

Decision Report

Decision Maker:	Executive Lead Member for Universal Services
Date:	18 September 2023
Title:	Bus Service Improvement Plan Plus
Report From:	Director of Universal Services

Contact name: Andrew Wilson

Tel: 07718 146174

Email: andrew.wilson@hants.gov.uk

Purpose of this Report

1. The purpose of this report is to seek approval to spend the County Council's allocation of 'Bus Service Improvement Plan (BSIP) Plus' funding for 2023/24 and 2024/25, on measures to improve bus services, as set out in Hampshire's BSIP.

Recommendations

2. That the Executive Lead Member for Universal Services gives approval to enter into the necessary contractual arrangements, in consultation with the Head of Legal Services, for receipt of the County Council's allocation of £7,158,924 Department for Transport (DfT) Bus Service Improvement Plan (BSIP) Plus grant funding for 2023/2024 and 2024/2025.
3. That the funding be allocated to measures that will support and improve local bus services and associated infrastructure, consistent with the objectives set out in Hampshire's BSIP.
4. That the Executive Lead Member for Universal Services gives authority to spend and enter into contractual arrangements (in consultation with the Head of Legal Services) with transport operators in Hampshire in accordance with the principle set out in paragraph 3 above, up to the value of the BSIP Plus grant awarded to the County Council by the Department for Transport (DfT).
5. That the Executive Lead Member for Universal Services delegates authority to the Director of Universal Services, in consultation with the Executive Lead Member for Universal Services and the Head of Legal Services, to determine the principles for the award of the funding which will be allocated to support the objectives of the Hampshire BSIP.
6. That the Executive Lead Member for Universal Services notes the terms of the BSIP funding attached to the County Council's allocation of £7,158,924 Department for Transport (DfT) Bus Service Improvement Plan (BSIP) Plus grant funding for 2023/2024 and 2024/2025 as set out in the Exempt Appendix, and agrees they are acceptable.

Executive Summary

7. This report sets out the County Council's allocation of BSIP Plus funding from DfT for 2023/24 and 2024/25 and gives recommendations on how the funding should be spent in order to contribute to the delivery of Hampshire's BSIP objectives.
8. Hampshire's BSIP was co-developed by the County Council and Hampshire's bus operators in response to the publication of the first ever National Bus Strategy for England, published in March 2021. The BSIP describes how the County Council will work with bus operators to improve local bus services in several ways, including but not limited to:
 - More frequent bus services
 - More early morning and evening services
 - Bus priority measures to speed up buses that are delayed by traffic congestion
 - De-carbonising Hampshire's bus fleet
 - Promoting the bus network as a single system, integrated with other modes of public transport
 - Innovation in rural public transport e.g. Demand Responsive Transport (DRT)
 - Better value for money bus fares with integrated ticketing
 - Development of more Bus Rapid Transit (BRT) routes
 - Improved bus stations and interchange facilities at rail stations
9. Following Hampshire's initial zero financial settlement for its BSIP, the County Council and bus operators have continued to develop plans to improve bus services and have delivered a number of low-cost projects through the BSIP governance, alongside delivery of larger bus improvement projects through other funding streams, e.g. Southampton and Portsmouth City Region Transforming Cities Fund schemes, Farnborough Gold Grid, extension of the Bus Rapid Transit route in Fareham and Gosport.
10. The second tranche of BSIP funding (BSIP Plus) was announced in May 2023 by DfT for the financial year 2023/24 and 2024/25. This report sets out how the funding for 2023/24 and 2024/25 should be spent.
11. The 2023/24 funding provides the opportunity to implement a range of 'quick-win' schemes from the BSIP and to carry out development work for larger schemes that would be delivered using the 2024/25 allocation and other future funding streams.
12. The total funding of £7,158,924 over two years is subject to a number of terms and conditions set out by DfT – these are highlighted in paragraphs 32-37 of this report.

Contextual Information

13. In March 2022, the County Council and Hampshire's bus operators approved the establishment of their Enhanced Partnership (EP) and associated governance arrangements, a new statutory requirement that would oversee the development and implementation of schemes set out in the Hampshire BSIP.
14. In April 2022, Hampshire was one of 47 of the 79 Local Transport Authorities (LTAs) to receive a zero financial settlement in the first round of BSIP allocations. The funding made available to deliver the National Bus Strategy had been significantly reduced due to wider Government funding pressures. Nevertheless, the Hampshire EP group has continued to develop its plans to improve bus services and has delivered several low-cost projects from the BSIP, e.g. a new Customer Charter, marketing programmes to promote bus use and improvements to traffic signals to allow the service to run more efficiently.
15. The County Council continues to deliver a number of other bus improvement projects that were in train prior to the BSIP, e.g. Southampton and Portsmouth City Region Transforming Cities Fund schemes, Farnborough Gold Grid and extension of the Bus Rapid Transit route in Fareham and Gosport. These projects are delivering improvements to bus journey times and to the passenger experience along a number of Hampshire's busiest bus corridors.
16. In May 2023, DfT announced the second tranche of BSIP funding allocations for 2023/24, called 'BSIP Plus'. Hampshire's allocation is £3,579,462 per annum for two years, subject to local transport authorities maintaining their funding at the same levels for local bus services.
17. The 2023/24 funding provides the opportunity to implement a range of 'quick-win' schemes from the BSIP and to carry out development work for larger schemes that would be delivered using the 2024/25 allocation and other funding opportunities.
18. The ten key themes of Hampshire's BSIP are:
 - a. Investment in flagship corridors.
 - b. Bus priority measures.
 - c. Simpler and more affordable ticket options.
 - d. Expansion of multi-operator and multi-modal tickets.
 - e. Better links with ferry and rail services.
 - f. Bus network presented as a single system.
 - g. Modern, low-carbon bus fleet with good on-board facilities.
 - h. Customer Charter and better customer engagement.
 - i. Innovation in transport for rural areas.
 - j. Expansion of Bus Rapid Transit networks e.g. South East Hampshire Rapid Transit, Basingstoke Mass Rapid Transit.
19. Detailed discussions have taken place between the County Council and bus operators, setting out detailed proposals for the allocation of the BSIP Plus funding that will ensure best value for money. Final decisions will be approved by the Director of Universal Services as set out in the Recommendations.
20. The areas of spend will focus on:

- a. Feasibility work and bid development for zero-emission bus operations.
 - b. Pump-priming new or additional bus services where enhancements are likely to become commercially viable after the pump-priming period.
 - c. Development work for bus priority, bus station and interchange infrastructure schemes.
 - d. Multi-operator promotional campaigns to promote bus use.
 - e. Maintaining existing bus services where they have become marginally unviable following the pandemic, but where there is a high chance of services returning to commercial viability following short-term financial support and promotional activities.
 - f. Improvements to existing bus passenger infrastructure, e.g. accessibility around bus stops, Real Time Information screens, bus shelter improvements.
21. Investment in these areas is consistent with, and will build on, the current Government initiatives to increase bus use, e.g. the £2 single fare cap which will run from January 2023 to the end of October 2023, when the cap increases to £2.50 until November 2024. It is also consistent with Government support for the bus industry during and since the pandemic through Coronavirus Bus Service Support Grant, Bus Recovery Grant and Local Transport Fund, which are all designed to maintain existing bus networks at a time when passenger numbers and therefore bus operator revenues have not recovered to pre-pandemic levels.
22. The proposed areas of spend are also consistent with the County Council's decision in March 2023 to ringfence the concessionary travel underspend from 2022/23 and the anticipated underspend in 2023/24 to similar initiatives, i.e. supporting existing services and promoting better bus services and infrastructure.

Finance

23. The County Council's BSIP Plus allocations for 2023/24 and 2024/25 are £3,579,462 per annum. These allocations are subject to LTAs maintaining their current levels of financial support for the bus network, as the BSIP+ funding is additional to previously agreed council budgets.
24. It is noteworthy that the timescale is short for spending the 2023/24 allocation, therefore funding will be focused on 'quick-wins' where bus services and infrastructure can be improved in the short term.
25. The funding will be invested in those areas that do not create a long-term additional funding liability on the County Council, e.g. funding for enhanced bus services will be focused on those services where there is a strong chance of commercial viability at the end of the funding period.
26. It should be noted that this one-off funding comes at a time of financial pressure for the County Council where it is likely that spending will need to be reduced in order to manage the £132m budgetary shortfall the Council will face by April 2025.

27. Hampshire County Council has a duty, as set out by the Transport Act 1985, to identify and consider funding socially necessary transport. It is for the County Council to determine what is socially necessary and in doing so must have regard to the purpose of the Act which provides this duty. In this context, the financial support for passenger transport services is considered an area of discretionary spend. As part of Hampshire County Council's Budget Consultation in June and July 2023, reductions in spend on Passenger Transport services were identified as an example of where savings could be made. Whilst no decision has been made to make savings in this area, accepting and using BSIP + must be undertaken with awareness that savings could be made in this area beyond the funding period set out by DfT.
28. To ensure value for money for the BSIP+ funding and to ensure that the County Council focusses only on services with longer term viability, it is proposed that the following principles are applied to the BSIP+ funding spent on bus services;
 - a. Funding will be focussed on pump priming services that have a strong chance of commerciality in the longer term.
 - b. Remaining funding will be utilised to maintain the supported network, at existing levels, by meeting cost increases caused by inflation.
 - c. Other complimentary measures which support the long term viability of Hampshire's bus network such as improvements to existing infrastructure, fares initiatives, promotional activities.
29. For robustness, any mechanism developed to allocate this funding would be reviewed by the County Council's Audit Officers.
30. Any BSIP Plus funding given either through a grant stream or contract will be subject to terms and conditions to ensure that this funding is spent as intended and achieves best value for the County Council.
31. These terms and conditions will be monitored in a number of ways;
 - a. Through regular liaison meetings with operators
 - b. Through a standard agenda item at the Enhanced Partnership Working Group
 - c. Through escalation to the Enhanced Partnership Board where necessary.

This three-pronged governance structure provides assurance that funding is spent in accordance with Hampshire's BSIP and offers best value for the County Council and its residents.

Terms and Conditions of the BSIP Plus Funding

32. DfT has set out a number of terms and conditions for this funding in a Memorandum of Understanding (MoU) which must be signed and returned by the County Council before funding is released. These include:
33. The County Council must maintain its bus budgets from all sources. This must demonstrate that BSIP+ funding is additional to previously agreed council budgets.

34. To be eligible for future funding, including 2024/25 BSIP+ funding, the overall authority bus budget must be maintained at least at the same level.
35. If concessionary travel reimbursements to bus operators are reduced, the corresponding budget must be reinvested in other bus measures.
36. Should the terms and conditions not be met, DfT may require the repayment of the whole or part of the grant. DfT reserves the right to withhold BSIP Plus funding, or any other grant funding provisionally awarded by DfT to the County Council, should the conditions of the MoU not be met.
37. The terms and conditions mean that the County Council's bus budgets could not be reduced during the funding and delivery period of this BSIP Plus funding.

Performance

38. This investment will deliver better bus services for Hampshire's residents and visitors, encourage more people to travel by public transport and therefore contribute to County Council's strategic objectives around sustainable economic growth, accessibility, climate change and air quality. Better bus services help people to live safe, healthy, independent lives.
39. BSIP measures will help the transport network operate more efficiently, helping to reduce congestion, improve air quality and reduce carbon consumption.

Consultation and Equalities

40. Significant consultation with stakeholders has taken place through the development of Hampshire's draft Local Transport Plan (LTP) 4. Stakeholders and the public are clear that public transport and bus services should be a focus for the County Council's policies, supporting the principle of 'reducing dependence on the private car'.
41. In line with guidance issued by the Department for Transport at the time the National Bus Strategy was published, the County Council has undertaken consultation to gain the views and support of stakeholders both on the existing bus network and potential improvements that could be made through the BSIP and Enhanced Partnership.
42. Following the original submission of the BSIP, the government required the County Council to engage with stakeholders on both a formal and informal basis around the development of the EP Plan and EP Scheme. The informal consultation took place between October 2021 and January 2022 and consisted of a range of initiatives including a Passenger Transport Forum, meetings with district and parish councils and a series of virtual drop-in sessions that any interested stakeholders could sign up to. Two focus groups were also conducted, the first group consisted of regular bus users and the second group consisted of infrequent or non-bus users. In addition to this there were regular meetings with all local bus operators and neighbouring local authorities. Overall, there was strong support for the scope and direction of the BSIP as well as support for the priorities the County Council has identified.

43. The outputs of the BSIP and EP will have a particularly positive outcome for those groups who are statistically more frequent users of public transport including younger and older people, women, those with the protected characteristics of disability, race, pregnancy and maternity, those living in rural locations and those on lower incomes. Residents with the protected characteristic of religion or belief could also be impacted positively through improved services supporting access to religious events or places of worship.
44. In terms of equality impacts, there is a higher reliance on buses for commuting amongst particular sectors of the population: females, younger age groups (16–19-year-olds), part-time workers, those in manual occupations, and those on low incomes. 18.9% of households in Hampshire have no access to a car or van.
45. In light of this, there is a need to support the most socially excluded residents who are disproportionately represented as bus passengers. Around one in three bus journeys in Hampshire are made by concessionary pass holders.
46. The BSIP commitments to work towards more frequent, more reliable, easier to understand and use, and better co-ordinated bus services which would enable people to access essential services and lead independent lives for longer within their own communities.

Climate Change Impact Assessments

47. Hampshire County Council utilises two decision-making tools to assess the carbon emissions and resilience of its projects and decisions. These tools provide a clear, robust, and transparent way of assessing how projects, policies and initiatives contribute towards the County Council's climate change targets of being carbon neutral and resilient to the impacts of a 2°C temperature rise by 2050. This process ensures that climate change considerations are built into everything the Authority does.
48. The climate change tools will be utilised for this BSIP Plus funding when detailed information on the schemes to be delivered is available.

Carbon Mitigation

49. By increasing the modal share of journeys made by bus and decreasing the share made by private car, BSIP measures would support a reduction in carbon emissions from transport. Buses also make more efficient use of road space – a double decker bus can take up to 75 cars off the road. Bus operators will continue to invest in their bus fleets, which already perform well in terms of nitrogen dioxide and particulate matter emissions. On average, each journey made by bus generates a 50% reduction in carbon emissions over a journey made by private car. Bus operators, in partnership with the County Council will continue to seek funding from the Government towards zero carbon buses, which could be either electric or hydrogen buses. This will see the number of diesel buses progressively reduced over time.

Conclusions

50. The recommendations within this report are consistent with the policy objectives of the existing LTP 3 and the emerging LTP4 and will contribute to Hampshire's Climate Change Strategy and the County Council's aims of promoting strong and resilient economic growth and enabling people to live safe, healthy, independent lives.
51. Delivery of BSIP measures will help make bus services more frequent and operate over a longer span of the day. Investment will be made in passenger facilities, bus infrastructure and marketing, collectively improving the customer proposition and attracting more people to public transport.
52. The recommended approach will help meet the objectives of Government's National Bus Strategy and Hampshire's BSIP which was co-developed with bus operators and a wide range of stakeholders. It builds on the existing positive relationship between the County Council and its bus operators which has enabled Hampshire to deliver passenger growth prior to the pandemic against a national backdrop of decline in passenger numbers.

REQUIRED CORPORATE AND LEGAL INFORMATION:

Links to the Strategic Plan

Hampshire maintains strong and sustainable economic growth and prosperity:	yes
People in Hampshire live safe, healthy and independent lives:	yes
People in Hampshire enjoy a rich and diverse environment:	yes
People in Hampshire enjoy being part of strong, inclusive communities:	yes

Other Significant Links

Links to previous Member decisions:	
<u>Title</u>	<u>Date</u>
Bus Service Improvement Plan Bus Service Improvement Plan-2021-10-28-ELMETE Decision Day (hants.gov.uk)	28 Oct 2021
Hampshire’s Bus Enhanced Partnership Plan & Scheme Hampshire’s Bus Enhanced Partnership Plan & Scheme-2022-03-10-ELMETE Decision Day (hants.gov.uk)	10 March 2022
Concessionary Travel Reimbursement Update Concessionary Travel Reimbursement-2023-03-13-ELMUS Decision Day (hants.gov.uk)	13 March 2023
Direct links to specific legislation or Government Directives	
<u>Title</u>	<u>Date</u>
Bus Back Better – A National Bus Strategy for England https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/980227/DfT-Bus-Back-Better-national-bus-strategy-for-England.pdf	March 2021

EQUALITIES IMPACT ASSESSMENT:

1. Equality Duty

The County Council has a duty under Section 149 of the Equality Act 2010 ('the Act') to have due regard in the exercise of its functions to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited by or under the Act with regard to the protected characteristics as set out in section 4 of the Act (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation);
- Advance equality of opportunity between persons who share a relevant protected characteristic within section 149(7) of the Act (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation) and those who do not share it;
- Foster good relations between persons who share a relevant protected characteristic within section 149(7) of the Act (see above) and persons who do not share it.

Due regard in this context involves having due regard in particular to:

- The need to remove or minimise disadvantages suffered by persons sharing a relevant characteristic connected to that characteristic;
- Take steps to meet the needs of persons sharing a relevant protected characteristic different from the needs of persons who do not share it;
- Encourage persons sharing a relevant protected characteristic to participate in public life or in any other activity which participation by such persons is disproportionately low.

2. Equalities Impact Assessment:

- 2.1. The outputs of the BSIP and EP will have a particularly positive outcome for those groups who are statistically more frequent users of public transport including younger and older people, women, those with the protected characteristics of disability, race, pregnancy and maternity, those living in rural locations and those on lower incomes. Residents with the protected characteristic of religion or belief could also be impacted positively through improved services supporting access to religious events or places of worship
- 2.2. In terms of equality impacts, there is a higher reliance on buses for commuting amongst particular sectors of the population: females, younger age groups (16–19-year-olds), part-time workers, those in manual occupations, and those on low incomes. 18.9% of households in Hampshire have no access to a car or van.
- 2.3. In light of this, there is a need to support the most socially excluded residents who are disproportionately represented as bus passengers. Around one in three bus journeys in Hampshire are made by concessionary pass holders.

2.4. The BSIP commitments to work towards more frequent, more reliable, easier to understand and use, and better co-ordinated bus services which would enable people to access essential services and lead independent lives for longer within their own communities.

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HAMPSHIRE COUNTY COUNCIL

Decision Report

Decision Maker:	Executive Lead Member for Universal Services
Date:	18 September 2023
Title:	Savings Programme to 2025 – Revenue Savings Proposals
Report From:	Director of Universal Services and Director of Corporate Operations

Contact name: Patrick Blogg

Tel: 03707 796865

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Purpose of this Report

1. The purpose of this report is to outline the detailed savings proposals for Universal Services that have been developed as part of the Savings to 2025 (SP2025) Programme.

Recommendation(s)

2. To approve the submission of the proposed savings options contained in this report and Appendix 1 to the Cabinet.

Executive Summary

3. This report outlines the detailed savings proposals for Universal Services that have been developed as part of the Savings to 2025 (SP2025) Programme. The report also provides details of the Equality Impact Assessments (EIAs) that have been produced in respect of these proposals and highlights where applicable, any key issues arising from the public consultation exercise that was carried out over the summer and how these have impacted on the final proposals presented in this report.
4. The Executive Member is requested to approve the detailed savings proposals for submission to Cabinet in October and then full County Council in November, recognising that there will be further public consultation for some proposals.

Contextual Information

5. In February 2023, Cabinet and Council were updated on the budget gap position and the early work undertaken by the Corporate Management Team to identify the available options to balance the budget to 2025/26. The Council expects to face a budget gap of at least £132m after taking account of annual Council tax increases at the maximum permitted level of 4.99% and additional grant funding expected to be provided by the government in 2024/25.
6. The early publication of a government policy paper on local authority funding for 2024/25 was welcomed. However, with 2024/25 representing the last year of the current parliament and spending review period, there remains considerable uncertainty as to the resources available to the Council from 2025/26 onwards. It is clear, however, that the landscape for the public finances remains challenging following the pandemic, considering current economic and geopolitical factors. Given the lack of any certainty from 2025/26, the County Council has had no choice but to assume that savings required to meet a gap of at least £132m will be required by April 2025, as we cannot take the risk of assuming further government financial support will be forthcoming. Furthermore, the financial constraints on the Council mean that there will be no funding available to cash flow a savings programme beyond April 2025.
7. In recognition of the size of the financial challenge, coming after a decade of savings totalling £640m, directorates were not issued with 'straight line' savings targets as per previous savings programmes but were instead instructed to review what savings might be achievable if we were to move towards a 'bare minimum' provision of services. This approach aimed to maximise the potential for savings across the organisation whilst ensuring that the Council can continue to target resources on the most vulnerable adults and children and deliver other vital core services.
8. The early work undertaken by directorates consisted of a detailed review of each budget line to understand where:
 - Further efficiencies could be achieved, for example due to changes to working practices following the pandemic or through changes to service management arrangements following the Fit for The Future organisational structure review.
 - Investment in new equipment or IT technology could enable us to deliver services differently.
 - Income generation could be increased through expanding the scope of existing sales, fees and charges or introducing new charges for some services.
 - Non-statutory or discretionary services could be scaled back or ceased.

9. Following the initial scoping exercise undertaken at directorate level, the savings options were subject to a detailed and robust scrutiny process, consisting of peer reviews within the Corporate Management Team and scrutiny by Executive Members, the Leader and Deputy Leader. The review process aimed to ensure that:
 - The available savings opportunities for each key service line have been maximised and directorates have considered how the implementation of savings can be accelerated where possible to maximise early delivery.
 - There is a shared understanding across directorates of any risks or dependencies linked to savings in other areas to eliminate any unintended consequences of savings delivery, for example possible cost and/or demand increases for other services.
 - The cumulative impacts of savings across all directorates on specific service user groups have been assessed and minimised as far as possible.
10. This detailed work has identified a total of £90.4m savings across all directorates, of which £75.0m are expected to be delivered by 2025/26, leaving an unmet budget gap of £57.0m in 2025/26. It is not surprising that this position has been reached given the £640m savings already removed from the budget since 2010. In the absence of any further government funding to 2025/26, the Council will be reliant on reserves to temporarily bridge the budget gap pending fundamental reform to the funding system and legislative framework for local government. Additionally, a budget shortfall of £86m is currently expected for 2024/25 which will also need to be met from reserves.
11. A review of the Council's reserve balances was undertaken at the end of the 2022/23 financial year and the results were reported to Cabinet and Full Council in July. The review identified most of the additional funding required to bridge the gap for 2024/25, albeit a small deficit of £2.4m still remains in addition to the significant shortfall of £57.0m in 2025/26. It is therefore not possible to continue with the Council's usual financial approach of allowing directorates to retain any early achievement of savings for reinvestment in service delivery. All savings delivered in 2023/24 and 2024/25 will instead be transferred to the budget bridging reserve to help balance the budget in 2025/26.
12. As part of the Council's Fit for The Future Programme, a series of detailed reviews of key functions which are common across all directorates will be undertaken with the aim of maximising consistency, efficiency and effectiveness in the following areas:
 - how the Council engages with its customers when they contact the County Council directly
 - how transformation and business support activity is defined and delivered

- how senior management structures, roles and responsibilities align between directorates
 - how the Council provides core enabling services such as Finance, IT and HR; ensuring these are delivered from the centre of the organisation
13. As well as delivering operational benefits for the Council, these reviews are expected to help reduce costs through removing duplication, enabling more effective prioritisation of resources and improving retention of specialist skillsets. Whilst the financial benefits are expected to supplement the £90.4m savings identified by individual directorates, they will not be sufficient to meet the remaining budget gap to 2025/26.
14. As we seek to establish a long-term sustainable funding solution through on-going lobbying and discussions with central government, our options to meet the predicted annual budget shortfall (of at least £132m) by 2025 are limited. It is considered that there will be very few ways in which the County Council can continue to meet the legal duty to balance the budget without any impact on the residents of Hampshire. To help understand how people could be affected by the proposals being considered, the County Council undertook an open public consultation '*Making the most of your money*', which ran for six weeks between 12 June and 23 July. The consultation was widely promoted to residents and stakeholders, and asked for views on a range of high-level options that could help to address the shortfall, so that the County Council could take residents' needs in to account when considering the way forward.
15. The consultation provided an overview of the anticipated budget gap by 2025 and explained the range of options likely to be needed to enable the County Council to continue to deliver statutory service obligations.
16. The consultation feedback confirmed that a number of approaches are likely to still be needed to meet the scale of the financial challenge. Consequently, the County Council will seek to:
- **continue with its financial strategy**, which includes:
 - **targeting resources** on the most vulnerable adults and children
 - **using reserves carefully** to help meet one-off demand pressures
 - **continue to lobby central government** for fundamental changes to the way local government is funded, as well as a number of other ways to help address the funding gap including increasing funding for growth in social care services and for highways maintenance, and allowing new charges to be levied for some services;
 - **help to minimise reductions and changes to local services** by raising council tax by 4.99% in line with the maximum level permitted by government without a public referendum;
 - **generate additional income** to help sustain services;

- **introduce and increase charges** for some services;
 - consider further the opportunities for **changing local government arrangements** in Hampshire.
17. Executive Lead Members and Chief Officers have been provided with the key findings from the consultation to help in their consideration of the final savings proposals for this report, and a summary of these is provided at Appendix 3. Responses to the consultation will similarly help to inform the decision making by Cabinet and Full Council in October and November of 2023 on options for delivering a balanced budget up to 2025/26, which the Authority is required by law to do.
18. In addition, Equality Impact Assessments have also been produced for each savings proposal, and these together with the broad outcomes of the consultation and the development work on the overall SP2025 Programme have helped to inform and shape the final proposals presented for approval in this report.

Savings Programme to 2025 – Directorate Context/Approach

19. The Universal Services directorate is responsible for a broad range of public facing services that are accessible to all, such as: Hampshire Outdoor Centres, Country Parks and public Rights of Way; registration of citizenship, births, marriages and deaths; Trading Standards; building and maintenance of roads, footways and cycleways; streetlighting; traffic management and road safety; on-street parking, household waste disposal and recycling centres; planning control; flood risk management; public and community transport subsidies; and facilities management. Many of these services are required by law with a need to maintain a base level of funding to meet statutory requirements. Others are non-statutory or 'choose to use' services, for which income generation is critical to ensure these services are self-sustaining over the long term.
20. The directorate was established at the beginning of 2023, as part of a larger restructuring of the organisation. It brought together many of the delivery functions of the former Economy, Transport & Environment (ETE) department and significant elements of the former Culture, Communities and Business Services department (CCBS).
21. As Universal Services is a new directorate, specific historic savings data prior to Savings Programme to 2023 (SP2023) is not available. However, the annual savings programmes from 2011 (up to, but excluding SP2023 savings) of the former ETE and CCBS departments (from which the majority of services were transferred into the new Universal Services directorate) plus SP2023 savings for Universal Services, total £105m. These total savings included real term reductions in operational budgets, re-negotiation of

external contracts, reductions in core full time equivalent (FTE) posts and a significant focus on driving a commercial approach to maximising public value, reducing core-funding to income-generating services and cost recovery.

22. To date this strategy has broadly been successful; much of the historic savings have been found through efficiencies in external spend whilst still delivering good services, and commercial endeavours have resulted in increased demand for paid for services and a lower cost to serve. However almost £8m of the Transformation to 2021 savings programme (Tt21) is yet to be realised, due to delays to moving to a new approach in waste and recycling with district and borough councils. Additionally, 15% of the directorate's SP2023 (£1.8m) is yet to be delivered. Achieving further savings is even more challenging; the major external contracts have already been re-negotiated as part of previous savings programmes and many of the directorate's income-based services are working in an increasingly competitive market with reducing margins. Further still, significant inflationary pressures driven by external factors are being acutely felt across service delivery and require the achievement of revenue increases and cost savings simply to remain within existing budgets.
23. Against this backdrop, and with the organisation as a whole facing significant financial pressures, the directorate has reviewed all possible approaches to providing further savings from 2025/26 by scrutinising each service through the lens of what is the **statutory minimum provision**. This has resulted in a proposed Universal Services SP2025 programme totalling £19.279m across sixteen proposals. These proposals require savings to be made through service reductions, the implementation of alternative non-County Council funded delivery models, service efficiencies, organisational efficiencies, and further specific income / cost recovery initiatives where possible. The income / cost recovery initiatives refer to generating new income to contribute towards overheads through cost recovery and ensuring existing charges are sufficient to fully recover costs. However, this would not preclude consideration of establishing a trading company where scope exists to generate income above cost recovery.
24. It is estimated that the delivery of these proposals would result in the loss of around 140 FTE, (approximately 8% of the Universal Services workforce FTE). The intention would be to meet this reduction from vacancies and natural turnover as far as possible. In addition, voluntary redundancy may also be considered alongside this to further mitigate the impact.
25. Proposals have been put forward from each of the four branches that make up the Universal Services directorate. For ease of reading, the sixteen Universal Services SP25 proposals have been grouped below by branch, with the exception of two proposals, which are cross-cutting in nature and reach across multiple branches, and so are detailed separately below.

26. Equalities impact assessments have been undertaken for each of these proposals, as set out in Appendix 2. These are initial assessments and further assessments may be undertaken as proposals develop. At this stage the impacts take account of the feedback from the stage one budget consultation responses. Where potential negative impacts have been identified these will be considered and mitigated where possible.

Highways, Engineering & Transport

27. The majority, £12.810m (66%), of the directorate's individual proposed savings are to be achieved through initiatives undertaken within the Highways, Engineering & Transport (HET) branch with over half of this (£7.5m) to be achieved through reductions in the Highways maintenance budget.
28. The SP2025 savings proposal would reduce planned maintenance funding by £7.5m, with planned maintenance activity continuing at reduced levels until government funding allows it to be reinstated. This proposal for a reduction in the budget does not affect the additional £22.5m for the three-year Stronger Roads Today campaign agreed by County Council in July 2023 for increased reactive maintenance, the final year of which is 2025/26.
29. Over time unless there is an increase in government funding for the maintenance of local roads, the reduction in maintenance spend will result in the road network becoming more fragile and less resilient to the impacts of winter weather, climate change and traffic, leading to an accelerated deterioration in the overall health of the highway asset. Initiatives will be investigated to try to mitigate these impacts, including revised operational working practices and the use of smart, innovative technology.
30. Further savings are proposed through budget reductions (£1.0m) for winter maintenance, by reviewing the current service provision against statutory requirements. This will include reviewing and updating the road networks currently treated with precautionary salting in advance of freezing conditions, the road networks treated during freezing conditions and other treatment routes, e.g. community routes. Work would be undertaken with the County Council's service provider to identify further business efficiencies and new innovations to reduce the cost of providing this service.
31. The proposals include up to £1.1m of savings from the review of the School Crossing Patrols (SCP) service. This proposal includes undertaking assessments of each SCP controlled site to determine whether alternative safe measures could be put in place which would enable the SCP provision to be safely withdrawn. The resulting measures may include the delivery of local highway measures to improve facilities for pedestrians to safely cross roads, or the determination of new safer routes to school. The assessments may

also identify existing routes where an SCP is no longer required as the route is already safe; or routes that cannot be made safe and will therefore continue to require an HCC-funded SCP for the time being. Where the HCC-funded SCP provision is withdrawn through this process, schools and other bodies will be able to pay for SCP provision at full cost through a service level agreement with the County Council.

32. Building on savings secured from previous rounds, a proposal is looking to secure further savings (£0.5m) through the use of more energy efficient LED bulbs, additional dimming of street lights to lower levels during the night, and part-night lighting of street lights in specific areas.
33. There is a proposal to make further savings of £1.7m through eliminating all spend on non-statutory public transport provision. This includes funds the County Council spends on subsidising non-commercially viable local bus routes and on providing community transport services such as Dial-a-Ride and Call and Go. A review will be undertaken to look at any knock-on impact on the Home to School Transport (HTST) service in Children's Services as a result of any bus route reductions so that this proposal can be considered in the wider context, such that removal of funding for some routes does not simply create a corresponding budget pressure in HTST. The directorate will engage with third sector partners and other stakeholders to consider how the impact can be minimised.
34. The final proposal for this branch is £1.01m of increased income generation across various services by reviewing existing charges, expanding current income streams and through the development of new income streams. This may include, for example, increased charges for an expedited service, selling specialist services and developing sponsorship and advertising opportunities. Wherever possible the branch will look to grow income beyond £1.01m, to alleviate savings pressures.

Waste and Environmental Services

35. The Waste and Environmental Services (WES) branch of the Universal Services directorate is responsible for the delivery of two of the sixteen SP25 Universal Services proposals totalling £1.473m.
36. The majority of this saving (£1.2m) is to be achieved through undertaking a review of the existing 24 Household Waste Recycling Centres (HWRCs) service provision to inform a revised strategy for service delivery, taking account of best practice across the country and national guidance, and enabling the provision of more modern, accessible sites. The revised service could include varying the opening hours of HWRCs, reducing the number of existing HWRCs, building new HWRCs or extending capacity of existing HWRCs, and/or introducing new charges for discretionary services at

HWRCs. Early outputs of the review may identify new ways of working that provide savings prior to April 2025, wherever this is the case the branch will look to implement changes sooner.

37. The remainder (£0.273m) of the Waste and Environmental Services requirement will be achieved through various measures that will move applicable services towards a cash limit neutral position, mainly through increased income and further service efficiencies.

Recreation, Information & Business Services

38. The Recreation, Information & Business Services (RIBS) branch of the Universal Services directorate has individual proposals totalling £0.831m. Reflecting the nature of the services within the branch, the proposals are made up of income and service efficiencies.
39. Hampshire Outdoor Centres (HOC) will focus on building on commercial and efficiency initiatives that have been successful in the past few years to grow earned income through customer growth and retention (£0.193m), including the development of a core educational offer, positioning Calshot Activities Centre as a destination for visitors to the South Coast, and broadening public access to the facilities at weekends and during the school holidays.
40. The Countryside Service is proposing £0.280m of savings through increasing income and realising cost efficiencies. An integrated ranger service across the 3,000 mile Rights of Way network and 80 countryside sites would reduce contracted services, reduce travel, increase resilience and bring together specialist teams that could generate income from sold services. Income generation will focus on price increases and a new membership and ticketing system within the five Country Parks.
41. A further £0.358m of savings from within the branch is due to be delivered by the Registration and Archives services with both services investigating multiple potential new areas of income, including charging for storage, cataloguing, conservation, training, licensing of premises, funeral celebrant services, and fee increases.

Property, Business Development & Transformation

42. The Property, Business Development and Transformation (PBD&T) branch is proposing £0.516m of savings, and will also provide project and programme leadership and support to other branches within Universal Services and Hampshire 2050 directorates to enable the delivery of their planned savings.

43. Within PBD&T, £0.2m savings is proposed through streamlining the feasibility activity within the Property Services capital programme, through implementation of tighter controls and rationalised viability/feasibility studies.
44. Also within this branch, a further £0.2m will be secured from unlocking facilities management (FM) savings from office accommodation rationalisation, through vacancy management and natural turnover. Post-pandemic, ways of working have changed across the built estate meaning a less intensive reliance on FM services, and some buildings have been released meaning there is less space to cover. As such the staffing requirement is now reduced and savings can be delivered with minimal impact on any staff group.
45. Finally for this branch, £0.116m of savings are proposed from reductions in directorate non-pay budgets including learning & development and postage & printing. These savings are possible with limited impact on colleagues or services, due to the change in ways of working since the pandemic, an internal restructure bringing together parts of two former departments, and more use of the Apprenticeship Levy funding.

Cross-directorate proposals

46. The directorate's SP25 proposals include a combined saving of £0.315m to be enabled from undertaking a wide-ranging review of the approach to charging and enforcing parking across Hampshire. This review will include identification of additional locations (e.g. on/off road, beach front, countryside) suitable for charging, a review of charges currently in force, and development of alternative approaches to paid-for parking.
47. The directorate proposals also include a cross-directorate organisational redesign proposal (£3.334m). This will involve a review across all the directorate's branches, to achieve further savings from streamlining services, changes of the removal of non-statutory services that cannot be funded through income generation, and efficiencies from service synergies afforded following the corporate restructure. 80 of the estimated 140 FTEs referred to in paragraph 24 above relate to the organisational redesign proposal in Universal Services. The intention would be to meet this reduction from vacancies and natural turnover as far as possible. In addition, voluntary redundancy may also be considered alongside this to further mitigate the impact.

Key challenges, risks, issues and interdependencies

48. The savings proposed by Universal Services equate to 13% of the directorate's cash limit, and will be extremely challenging to achieve,

particularly against the backdrop of continuing to deliver complex operational services at this scale, all of which carry individual and collective levels of risk to the public.

49. The directorate's income proposals rely on growing the demand for our choose-to-use discretionary services such as the Hampshire Outdoor Centres and aspects of our Country Parks. This demand will be driven through strong customer engagement and proposition development, including targeted infrastructure investment that is currently not secured. By their nature, many of the directorate's income generating and cost-recovery activities are impacted by demand changes that are outside of the directorate's control.
50. Inflation will continue to be a key risk for the directorate as increasing levels of income need to be achieved just to keep the status-quo with cash limits only able to deliver a reduced service.
51. The directorate's ability to recruit and retain colleagues across services is also a very significant risk, exacerbated by the continuing pressure on public sector wages and budgets at a time when the private sector is increasing financial incentives to attract the best people. We will need to continue to reinforce our compelling narrative of why working for an organisation with the calibre of the people we have, and delivering such diverse services that make a huge difference to residents, is so attractive.
52. Implementation of elements of the proposals will likely require greater digital innovation. For example, through an effective web presence enabling customers to transact with services easily online, creating new ways to reduce the time from road defect reporting to repair, and reducing the cost to serve through automation and enhanced data utilisation.
53. Delivery of all proposals will require the strong capability of colleagues across the directorate, as well as sufficient people resources to successfully implement the changes required. This may result in a slightly later timing of delivery of the staffing elements to some of the proposals.
54. These proposals also impact services provided by other directorates within Hampshire County Council, for example the proposed reduction in public transport would likely result in increased demand for home to school transport services operated by Childrens Services directorate. The proposals may additionally make it more challenging to deliver strategies developed by the organisation's Hampshire 2050 directorate, for example strategies concerning local transport or climate plans.
55. The savings proposals may also potentially have a wider impact than the cash limit reduction, as it is possible they could also negatively impact

external funding that matches or supports County Council funding, much of which will come from central government.

Summary Financial Implications

56. The total value of the savings opportunities identified for the directorate is £19.279m. The expected cashflow profile for implementation of the savings is set out in the table below.

2024/25 £'000	2025/26 £'000	Full Year Impact £'000
1,160	19,279	19,279

57. Of the £19.279m total savings, £2.086m is proposed through additional income generation by expanding the scope of existing fees and charges or introducing new fees and charges, with £17.193m achieved through reductions to expenditure budgets from service efficiencies and reductions.

58. The detailed savings proposals that are being put forward by the directorate are contained in Appendix 1.

Workforce Implications

59. Appendix 1 also provides information on the estimated number of reductions in staffing as a result of implementing the proposals. For the estimated 140 Full Time Equivalent (FTE) posts that may be affected, the intention would be to meet this reduction from vacancies and natural turnover as far as possible.

60. The County Council's approach to managing down staff levels in a planned and sensitive way through the use of managed recruitment, redeployment of staff where possible and voluntary redundancy where appropriate will be continued.

Climate Implications

61. Hampshire County Council utilises two decision-making tools to assess the carbon emissions and resilience of its projects and decisions. These tools provide a clear, robust, and transparent way of assessing how projects, policies and initiatives contribute towards the County Council's climate change targets of being carbon neutral and resilient to the impacts of a 2°C temperature rise by 2050. This process ensures that climate change considerations are built into everything the Authority does.

62. Given that this report deals with savings proposals it is difficult to assess any specific climate change impacts at this stage, but assessments will be undertaken for individual proposals, if appropriate as part of the implementation process.

Consultation, Decision Making and Equality Impact Assessments

63. As part of its prudent financial strategy, the County Council has been planning since March 2022 how it might tackle the anticipated deficit in its budget by 2025/26. As part of the Medium Term Financial Strategy (MTFS), which was last approved by the County Council in September 2022 and updated as part of the budget setting process for 2023/24, initial assumptions have been made about inflation, pressures, council tax levels and the use of reserves. Total anticipated savings of £132m are required and directorates were tasked with reviewing all possible opportunities to contribute to bridging this gap.
64. The County Council undertook an open public consultation '*Making the most of your money*' which ran for six weeks from 12 June to 23 July 2023. The consultation was promoted to residents and stakeholders, and asked for views on a range of high-level options that could help to address the shortfall, so that the County Council could take residents' needs into account when considering the way forward.
65. The consultation explained that given the considerable size of the budget gap by 2025, it was likely a combination of the potential options being considered would be needed, given the limited ability the County Council has to generate income and the need to continue to deliver statutory service obligations. For example, the supporting Information Pack explained that the £132m budget forecast took into account an assumed increase in council tax of 4.99% (of which 2% must be spent on Adult social care services), and illustrated the amount of savings that would still be required even if council tax was increased by up to 10%. The Pack also explained that if central government were to support a change to the structure of local government in Hampshire, it would still take several years to fully realise any savings. Residents were similarly made aware that the use of the County Council's reserves (which are retained for service investment and to help manage financial risk) would not provide a sustainable solution to address ongoing financial pressures. The Pack further explained that if these were used to meet service delivery these would be used up very quickly, and so only temporarily delaying the point at which other savings would need to be found.
66. Executive Lead Members and Chief Officers have been provided with the key findings from the consultation to help in their consideration of the final savings proposals. As the consultation feedback confirms, a number of different approaches are likely to be needed to meet the scale of the financial challenge. Consequently, the County Council will seek to:

- **continue with its financial strategy**, which includes:
 - **targeting resources** on the most vulnerable adults and children
 - **using reserves carefully** to help meet one-off demand pressures
- **continue to lobby central government** for fundamental changes to the way local government is funded, as well as a number of other ways to help address the funding gap including increasing funding for growth in social care services and for highways maintenance, and allowing new charges to be levied for some services;
- **help to minimise reductions and changes to local services** by raising council tax by 4.99% in line with the maximum level permitted by government without a public referendum;
- **generate additional income** to help sustain services;
- introduce and increase charges for some services;
- consider further the opportunities for **changing local government arrangements** in Hampshire.

67. The proposals set out in this paper represent suggested ways in which directorate savings could be generated to maximise the contribution to the SP2025 Programme and have, wherever possible, been developed in line with the principles set out above. Where possible the proposals are either income-led or cost-recovery-led, or have an element of income generation. However, to support the organisation's financial strategy of targeting resources on the most vulnerable adults and children in Hampshire, reductions in non-statutory universal services have had to be proposed.

68. The *'Making the most of your money'* consultation received 627 comments on, or alternative suggestions to, the budget options proposed in the consultation relating specifically to services delivered by the Universal Services directorate. Many of these reflected residents' and stakeholders' concerns regarding reductions in universal services. For example,

- of those respondents mentioning the Highways service (118), 70% cited concerns for the overall state of the highway if budget reductions were to be made.
- of those providing comments on public transport (33), 40% cited concerns about a decline in bus services.
- of those responding with comments regarding changes to HWRC provision (119), 59% cited a perceived potential result being an increase in fly-tipping.

69. The consultation also asked for residents' and stakeholders' views on potential impacts that might result from the implementation of the proposed budget options. 227 of the comments submitted related to services within the Universal Services directorate. These potential impact comments generally

concluded with the general comments received although there were also 12 comments raising potential child safety impacts from a reduction in the budget for school crossing patrols, and 33 comments suggesting increased and new car parking charges would have various adverse impacts. Of note, a larger number of respondents commented on potential negative public transport impacts (111) resulting from transport reductions or transport price increases, than had commented within the general comments section. These comments will be considered as part of the proposed reviews of these services and any future stage two consultations.

70. Not all responses raised concerns, for example some respondents were supportive of income and commercial efficiencies as well as energy-saving streetlighting measures. There were however some respondents who suggested that these proposals could result in job losses within the directorate.
71. The '*Making the most of your money*' consultation also invited written submissions. These primarily came from organisations (such as district councils and other partners of the County Council). Written responses specific to the Universal Services directorate were generally consistent with those received through the structured response forms. This included suggesting the council increases income where possible to reduce the need for service reductions, as well as highlighting concerns over potential service reductions, including reductions relating to school crossing patrols, highways maintenance, and public transport.
72. Where applicable, detailed proposals for making savings will be subject to further, more detailed Phase 2 consultations before any final decisions on service specific changes are made.
73. Individual Executive Members cannot make decisions on strategic issues such as council tax levels and use of reserves and therefore, these proposals, together with the outcomes of the *Making the most of your money* consultation exercise outlined in appendix 3, will go forward to Cabinet and County Council and will be considered in light of all the options that are available to balance the budget by 2025/26.
74. Following the Executive Member Decision Days, all final savings proposals will go on to be considered by the Cabinet and Full Council in October and November – providing further opportunity for the overall options for balancing the budget to be considered as a whole and in view of the consultation findings. Further to ratification by Cabinet and Full Council, some proposals may be subject to further, more detailed consultation.
75. In addition to the consultation exercise, Equality Impact Assessments (EIAs) have been produced for each of the savings proposals outlined in Appendix 1

and these have been provided for information in Appendix 2. These will be considered further and alongside a cumulative EIA by Cabinet and Full Council. The cumulative assessment provides an opportunity to consider the multiple impacts across proposals as a whole and, therefore, identify any potential areas of multiple disadvantage where mitigating action(s) may be needed.

76. Together the *Making the most of your money* consultation and Equality Impact Assessments have helped to shape the final proposals presented for approval in this report.

REQUIRED CORPORATE AND LEGAL INFORMATION:

Links to the Strategic Plan

Hampshire maintains strong and sustainable economic growth and prosperity:	Yes/No
People in Hampshire live safe, healthy and independent lives:	Yes/No
People in Hampshire enjoy a rich and diverse environment:	Yes/No
People in Hampshire enjoy being part of strong, inclusive communities:	Yes/No

Other Significant Links

Links to previous Member decisions:	
Title	Date
Developing a Medium Term Financial Strategy Template County Council Part I report (hants.gov.uk)	Cabinet - 19 July 2022 County Council – 29 September 2022
Direct links to specific legislation or Government Directives	
Title	Date

Section 100 D - Local Government Act 1972 - background documents

The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)

Document

Location

None

EQUALITIES IMPACT ASSESSMENT:

1. Equality Duty

The County Council has a duty under Section 149 of the Equality Act 2010 ('the Act') to have due regard in the exercise of its functions to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited by or under the Act with regard to the protected characteristics as set out in section 4 of the Act (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation);
- Advance equality of opportunity between persons who share a relevant protected characteristic within section 149(7) of the Act (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation) and those who do not share it;
- Foster good relations between persons who share a relevant protected characteristic within section 149(7) of the Act (see above) and persons who do not share it.

Due regard in this context involves having due regard in particular to:

- The need to remove or minimise disadvantages suffered by persons sharing a relevant protected characteristic that are connected to that characteristic;
- Take steps to meet the needs of persons sharing a relevant protected characteristic that are different from the needs of persons who do not share it;
- Encourage persons sharing a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.

2. Equalities Impact Assessment:

A full Equalities Impact Assessment has been undertaken for each of the savings options and these are included as a separate appendix to this report (Appendix 2).

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Universal Services – Proposed Savings Options (Subject to consultation where appropriate)

Ref.	Service Area and Description of Proposal	Impact of Proposal	2024/25	2025/26	Full Year Impact	Estimated Staffing Impact
			£'000	£'000	£'000	FTE
US01	Highways planned maintenance - Reduce planned maintenance, with planned maintenance activity continuing at reduced levels until government funding allows it to be reinstated. In addition, revised operational working practices and the use of smart, innovative technology will be explored to minimise the impact of budget reductions.	Over time, unless there is an increase in government funding for the maintenance of the highways asset, the reduction in maintenance spend will result in it becoming less resilient to the impacts of winter weather, climate change and traffic. This will lead to an accelerated deterioration in the overall health of the highway network.	0	7,500	7,500	0
US02	Highways streetlighting - Streetlighting operational savings (including more dimming and part-night lighting) and switch to more LED lighting. Working with Hampshire Constabulary to ensure suitable lighting levels based on local evidence.	Further reductions would yield carbon-saving and light pollution benefits. Some residential streets could be darker for longer and some non-residential roads could be dark overnight.	0	500	500	0
US03	School Crossing Patrols - Review of the School Crossing Patrols (SCP) service. This proposal includes undertaking assessments of each SCP controlled site to determine whether alternative safe measures could be put in place which would enable the SCP provision to be safely withdrawn. Where the HCC-funded SCP provision is withdrawn through this process, schools and other bodies will be able to pay for SCP provision at full cost through a service level agreement with the County Council.	The resulting measures may include the delivery of local highway measures to improve facilities for pedestrians to safely cross roads, or the determination of new safer routes to school. The assessments may also identify existing routes where an SCP is no longer required as the route is already safe; or routes that cannot be made safe and will therefore continue to require an HCC-funded SCP for the time being.	0	1,100	1,100	45

Ref.	Service Area and Description of Proposal	Impact of Proposal	2024/25 £'000	2025/26 £'000	Full Year Impact £'000	Estimated Staffing Impact FTE
US04	Public Transport - Removal of all remaining spend on non-statutory public transport provision. This includes funds the County Council spends on subsidising non-commercially viable local bus routes and on providing community transport services such as Dial-a-Ride and Call and Go. A review will be undertaken to look at any knock-on impact on the Home to School Transport (HTST) service in Children's Services as a result of any bus route reductions so that this proposal can be considered in the wider context, such that removal of funding for some routes does not simply create a corresponding budget pressure in HTST.	A reduction in the size of the local bus network and community transport services, cessation of non-commercial bus services and community transport provision. The directorate will engage with third sector partners and other stakeholders to consider how the impact can be minimised.	0	1,700	1,700	5
US05	Household Waste Recycling Centres (HWRCs) - Review of the existing 24 Household Waste Recycling Centres (HWRCs) service provision to inform a revised strategy for service delivery, taking account of best practice across the country and national guidance and enabling the provision of more modern, accessible sites. The revised service could include varying the opening hours of HWRCs, reducing the number of existing HWRCs, building new HWRCs or extending capacity of existing HWRCs, and/or introducing new charges for discretionary services at HWRCs.	The potential service changes could mean that residents may: <ul style="list-style-type: none"> • Have to travel further to their nearest HWRC; • Find that their nearest site is not available to them on certain days or at certain times if part-time hours are introduced; • Be able to use more modern, accessible facilities. • Be required to pay for HWRC discretionary services. 	0	1,200	1,200	0

Ref.	Service Area and Description of Proposal	Impact of Proposal	2024/25 £'000	2025/26 £'000	Full Year Impact £'000	Estimated Staffing Impact FTE
US07	Cross-Directorate reductions to directorate non-pay budgets , including learning & development, postage & printing.	Limited impact on colleagues or services, due to the change in ways of working since the pandemic, an internal restructure bringing together parts of two former departments, and more use of the Apprenticeship Levy funding.	16	116	116	0
US08	Highways, Engineering & Transport - Exploring commercial opportunities and income generation including expanding existing traded services, sponsorship and advertising opportunities and increasing/expanding fees and charges.	Resources currently focused on delivery of County Council services, including the Highways capital programme, may be diverted to income generation projects. Increase in the price of services, as well as the potential to charge for new and current services not charged for, to ensure full cost recovery.	251	1,010	1,010	0
US09	Waste and Environmental Services trading areas (Environmental Services (Trading), Asbestos, Scientific Services & Trading Standards) - Various measures to move towards a cost neutral position, mainly through increased income, as well as some further efficiencies.	Retention of self-financing non-statutory services.	127	273	273	0
US11	Facilities Management - Service reductions and efficiencies linked to office accommodation rationalisation.	Reduction in posts will be achieved through vacancy management and natural turnover, and therefore impact will be minimised.	0	200	200	7
US12	Registration & Archives - Service efficiencies and commercial opportunities, including increased fees and charges, generating new income streams and reduction in use of agency staff.	Increased income to maintain non-statutory services and retain capability for providing statutory services, but is dependent on market conditions.	250	358	358	0

Ref.	Service Area and Description of Proposal	Impact of Proposal	2024/25 £'000	2025/26 £'000	Full Year Impact £'000	Estimated Staffing Impact FTE
US13	Countryside - Various measures to move towards a cost neutral position, including increased income from price increases and a new memberships & booking system, and efficiencies from integrating service delivery.	Pricing policy could discourage use with a potential negative impact on public health.	75	280	280	2
US14	Hampshire Outdoor Centres - Various measures to build on commercial and efficiency initiatives that have been successful in the past few years to grow earned income through customer growth and retention.	Pricing policy could discourage use with a potential negative impact on public health, with schools being a main user of the services. Requires capital investment.	0	193	193	0
US15	Traffic & Safety & Rural Parking - Wide-ranging review of approach to charging and enforcing parking across Hampshire. This will include identification of additional locations (on/off road, beach front, countryside sites) suitable for charging, a review of charges currently in force, and development of alternative approaches to paid-for parking.	Current parking charges may increase to ensure full on-going cost recovery. New charges may be implemented for parking on County Council assets that are currently not charged for, to recover the costs of providing the parking. Potential safety and transport benefits.	0	315	315	0
US17	Cross Directorate Organisational redesign - arising from streamlining services, service removal, and service synergies.	Reduced capacity to deliver services and reduced resilience, potential impact on ability to deliver savings or income levels.	341	3,334	3,334	80
US18	Highways winter service - Reducing the costs of winter service provision by reviewing our current provision against statutory requirements and seeking new innovations that can result in reduced costs.	An updated network of priority routes, with some routes currently prioritised no longer qualifying for treatment. Implementation of new innovations that reduce the cost of delivering the service.	0	1,000	1,000	0

Ref.	Service Area and Description of Proposal	Impact of Proposal	2024/25 £'000	2025/26 £'000	Full Year Impact £'000	Estimated Staffing Impact FTE
US19	Property Services - Streamline feasibility activity and spend in accordance with the County Council's capital programme.	Reduced feasibility activity and/or reducing the scope of individual feasibility studies could result in increased risk (time, cost, quality) in delivery of County Council capital programme with potential for poorer outcomes.	100	200	200	0
Total			1,160	19,279	19,279	139

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Appendix 2

Savings Programme Reference	Service Area
US-01	Highways Planned Maintenance
US-02	Streetlighting
US-03	School Crossing Patrols
US-04	Public Transport
US-05	Waste Services – Household Waste Recycling Centres
US-07	Cross-Directorate - reductions to directorate non-pay budgets.
US-08	Highways, Engineering, and Transport
US-09	Waste and Environmental Services trading areas (Environmental Services (Trading), Asbestos, Scientific Services & Trading Standards
US-11	Facilities Management -
US-12	Registration and Archives
US-13	Countryside
US-14	Hampshire Outdoor Centres
US-15	Traffic & Safety & Rural Parking
US-17	Cross-Directorate Organisational Redesign
US-18	Highways Winter Service
US-19	Property Services

Universal Services

Name of SP25 proposal:	SP25 Proposal Reference:
Highways Planned Maintenance	<i>EIA – US01</i> Universal Services

EIA writer(s) and authoriser

No.		Name	Department	Position	Email address	Phone number	Date	Issue
1	Report Writer(s)	Patrick Poyntz-Wright	Universal Services	Capital and Democratic Services Manager			30/08/2023	2
2	EIA authoriser	Patrick Blogg	Universal Services	Director of Universal Services			06/09/2023	2
3	EIA Coordinator	Patrick Poyntz-Wright	Universal Services	Capital and Democratic Services			06/09/2023	2

Section one – information about the service and service change

Service affected	Highways Maintenance
Please provide a short description of the service / policy/project/project phase	The Highways Service delivers the County Council's statutory functions as the Highway Authority for Hampshire. The Council has a defined duty under the Highways Act 1980 to take reasonable steps to maintain its 5500-mile network of roads, footways and cycleways.

	<p>Maintenance activity across our road, footway, and cycleway network is currently spread across three main activity areas. These are:</p> <ul style="list-style-type: none">• routine/reactive maintenance: This involves day-to-day repairs, e.g. dealing with potholes, replacing road markings, repairs to signs, drainage cleansing, and also emergency response, e.g. emergency road repairs;• planned maintenance: This involves larger-scale structural repairs, surface treatments on roads, and drainage improvements (as opposed to repairs);• environmental maintenance such as grass cutting, weed control and arboriculture.
<p>Please explain the new/changed service/policy/project</p>	<p>Potential changes would include reducing planned maintenance until levels of government funding allows it to be reinstated and instead focusing our frontline resources on providing a stronger reactive service for our highway network. This proposal for a reduction in the budget does not affect the additional £22.5m for the three-year Stronger Roads Today campaign agreed by County Council in July 2023 for increased reactive maintenance, the final year of which is 2025/26.</p> <p>Over time unless there is an increase in government funding for the maintenance of the highway asset, the reduction in maintenance spend will result in it becoming less resilient to the impacts of winter weather, climate change and traffic, leading to an accelerated deterioration in the overall health of the highway asset.</p> <p>Wherever possible, revised operational working practices and the use of smart, innovative technology will be explored to minimise the impact of budget reductions. This will include, but is not limited to, exploring the potential use of advanced vehicle-based technology and artificial intelligence to more efficiently predict where highway maintenance work may be needed, re-engineering works ordering and scheduling processes to secure higher outputs at reduced cost, and trialling new repair methods.</p>

Engagement and consultation

The County Council's *Making the Most of your money budget* consultation (2024-2026) sought residents' and stakeholders' views on strategic options for funding the Authority's budget gap. Where applicable, detailed proposals for making savings will be subject to further, more detailed 'stage two' consultation before any decisions on service specific changes are made.

Has any pre-consultation engagement been carried out?

No

Describe the consultation or engagement you have performed or are intending to perform.

Describe who was engaged or consulted. What was the outcome of the activity and how have the results influenced what you are doing? If no consultation or engagement is planned, please explain why.

A stage 2 public consultation is planned for early 2024.

Section two: Assessment

Carefully and consciously consider the impacts of the proposed change.

Consider at this point whether the assessment is of impacts on staff or service users. If it is both the impacts may be contradictory for each group (negative for staff but positive for customers, or vice versa). Consider completing two assessment tables (one for staff and one for customers) and providing one equality statement for both groups.

If the proposed change is expected to have a positive, neutral (no impact) or negative (low, medium or high) impact on people in protected characteristics groups or those who may be impacted by poverty or rurality. Indicate the impact by entering the risk score in the relevant column in the table below.

If an overview assessment of due regard is appropriate, please go to box 2.

Table 1 Impact Assessment [add ✓ to relevant boxes)

Protected characteristic	Positive	Neutral	Negative - low	Negative - Medium	Negative - High	Affects staff, public or both?
Age			✓			Public
Disability			✓			Public
Gender reassignment		✓				Public
Pregnancy and maternity		✓				Public
Race		✓				Public
Religion or belief		✓				Public
Sex		✓				Public
Sexual orientation		✓				Public
Marriage & civil partnership		✓				Public

Poverty		✓				Public
Rurality		✓				Public

Table 2 Geographical impact

Does the proposal impact on a specific area? Consider the [demographic data](#) of the locations.

Area	Yes / no
All Hampshire	✓
Basingstoke and Deane	
East Hampshire	
Eastleigh	
Fareham	
Gosport	
Hart	

Havant	
New Forest	
Rushmoor	
Test Valley	
Winchester	

Section three: Equality Statement

For all characteristics marked as either having a neutral or low negative impact, challenge your assessment - carefully consider the protected characteristics, if necessary, review the Inclusion and Diversity eLearning, discuss with an EIA co-ordinator.

Table 3 Consideration of and explanation for neutral or low negative impacts

Protected characteristic	Brief explanation of why this has been assessed as having neutral or low negative impact
Age and Disability	LOW NEGATIVE: Deteriorating highways, footways, signage, and other infrastructure could disadvantage road users, including non motorised users seeking to access the highways infrastructure on foot, cycle, or other means. Older and younger people, and people with disabilities falling into this category could experience a disproportionate increase in difficulty/inconvenience when travelling by these means.
Other	NEUTRAL: It is not anticipated that the impacts of this change will disproportionately affect other protected characteristics.

For all characteristics marked as either having a 'medium negative' or 'high negative', please complete table 4:

Table 4 Explanation and mitigation for medium and high impacts

Protected characteristic	Brief explanation of why this has been assessed as having medium or high negative impact	Is there a Geographical impact? If so, please explain - use list above to identify geographical area(s)	Short explanation of mitigating actions

If you have specified mitigations as part of the assessment, now consider reviewing the impact severity/risk assessment.

For all characteristics marked as either having a positive impact please explain why in table 5.

Table 5 Consideration of and explanation for positive impacts

Protected characteristic	Brief explanation of why this has been assessed as having positive impact

Further actions and recommendations to consider:

- If neutral or low negative impacts have been carefully considered and identified correctly, the activity is likely to proceed.
- If medium negative or high negative have been identified:
 - The policy, service review, scheme or practice may be paused or stopped

- The policy, service review, scheme or practice can be changed to remove, reduce or mitigate against the negative impacts.
- Consider undertaking consultation/re-consulting¹.
- If all options have been considered carefully and there are no other proportionate ways to remove, reduce, or mitigate - explain and justify reasons why in the assessment.
- Carry out a subsequent impact severity assessment following mitigating actions.

Box 1

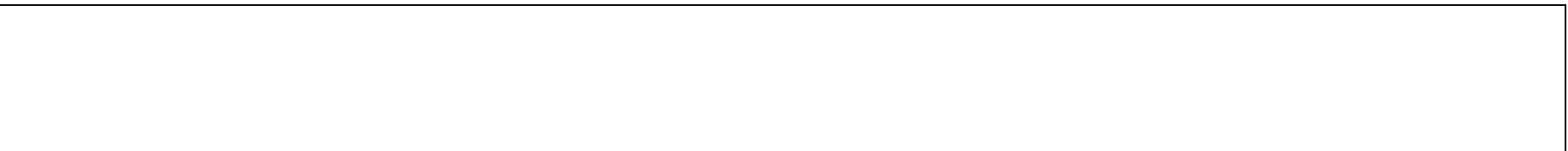
Please set out any additional information which you think is relevant to this impact assessment:

Structural repairs, road surface treatment programmes, and drainage improvements will be focused on safety interventions, or situations when major, or widespread, defects are identified, and a more comprehensive solution is justified. This approach should limit impacts on all residents.

Wherever possible, revised operational working practices and the use of smart, innovative technology will be explored to minimise the impact of budget reductions, for example updated customer contact mechanisms that will allow automated responses with up to date information.

Box 2

If appropriate, (i.e., it is immediately evident that a full EIA is not necessary) please provide a short succinct assessment to show that due regard has been given and that there is no requirement for a full EIA:



Universal Services

Name of SP25 proposal:	SP25 Proposal Reference:
Streetlighting	<i>EIA – US02</i> Universal Services

EIA writer(s) and authoriser

No.		Name	Department	Position	Email address	Phone number	Date	Issue
1	Report Writer(s)	Patrick Poyntz-Wright	Universal Services	Capital and Democratic Services Manager			30/08/2023	2
2	EIA authoriser	Patrick Blogg	Universal Services	Director – Universal Services			06/09/2023	2
3	EIA Coordinator	Patrick Poyntz-Wright	Universal Services	Capital and Democratic Services Manager			06/09/2023	2

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Section one – information about the service and service change

Service affected	Street Lighting
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Please provide a short description of the service / policy/project/project phase	<p>The County Council provides and maintains over 157,000 street lights and illuminated signs and bollards.</p> <p>The main street lighting cost that the County Council can control is energy consumption, which accounts for approximately £4.2 million per year. Since 2010, street lighting energy consumption has significantly reduced in Hampshire through the use of more efficient bulbs, and by dimming street lights and switching some lights off for part of the night. However, this should be understood in the context of energy cost increases that have occurred in subsequent years.</p> <p>Further efficiencies in the design of LED bulbs means that additional savings in this area may now be possible.</p>
Please explain the new/changed service/policy/project	<p>Changes to the energy cost of managing Hampshire's street light network could be sought by:</p> <ul style="list-style-type: none">• the use of additional energy efficient LED bulbs, noting that the introduction of LED bulbs would not affect light levels;• delaying switching on some street lights at night, and switching them off earlier in the morning;• keeping street lights switched off during the night on some non-residential roads;• additional dimming of street lights to lower levels during the night.

Engagement and consultation

The County Council's *Making the Most of your money budget* consultation (2024-2026) sought residents' and stakeholders' views on strategic options for funding the Authority's budget gap. Where applicable, detailed proposals for making savings will be subject to further, more detailed 'stage two' consultation before any decisions on service specific changes are made.

Has any pre-consultation engagement been carried out?

No

Describe the consultation or engagement you have performed or are intending to perform.

Describe who was engaged or consulted. What was the outcome of the activity and how have the results influenced what you are doing? If no consultation or engagement is planned, please explain why.

A stage 2 public consultation is planned for early 2024.

Section two: Assessment

Carefully and consciously consider the impacts of the proposed change.

Consider at this point whether the assessment is of impacts on staff or service users. If it is both the impacts may be contradictory for each group (negative for staff but positive for customers, or vice versa). Consider completing two assessment tables (one for staff and one for customers) and providing one equality statement for both groups.

If the proposed change is expected to have a positive, neutral (no impact) or negative (low, medium or high) impact on people in protected characteristics groups or those who may be impacted by poverty or rurality. Indicate the impact by entering the risk score in the relevant column in the table below.

If an overview assessment of due regard is appropriate, please go to box 2.

Table 1 Impact Assessment [add ✓ to relevant boxes)

Protected characteristic	Positive	Neutral	Negative - low	Negative - Medium	Negative - High	Affects staff, public or both?
Age		✓				Public
Disability			✓			Public
Gender reassignment		✓				Public
Pregnancy and maternity		✓				Public
Race		✓				Public
Religion or belief		✓				Public
Sex			✓			Public
Sexual orientation		✓				Public
Marriage & civil partnership		✓				Public

Poverty		✓				Public
Rurality		✓				Public

Table 2 Geographical impact

Does the proposal impact on a specific area? Consider the [demographic data](#) of the locations.

Area	Yes / no
All Hampshire	✓
Basingstoke and Deane	
East Hampshire	
Eastleigh	
Fareham	
Gosport	
Hart	

Havant	
New Forest	
Rushmoor	
Test Valley	
Winchester	

Section three: Equality Statement

For all characteristics marked as either having a neutral or low negative impact, challenge your assessment - carefully consider the protected characteristics, if necessary, review the Inclusion and Diversity eLearning, discuss with an EIA co-ordinator.

Table 3 Consideration of and explanation for neutral or low negative impacts

Protected characteristic	Brief explanation of why this has been assessed as having neutral or low negative impact
Disability	LOW NEGATIVE: Some people with disabilities, particularly visual impairments, may struggle more than others to travel on roads and streets if darker, or darker for longer.
Sex	LOW NEGATIVE: It is possible that in some areas streets will be darker or darker for longer, and this could well increase the fear of crime, particularly for women. However, wherever possible these savings will be realised through the use of more efficient bulbs, dimming rather than switching off, and switching off only in non-residential streets. The County Council will also work closely with the constabulary to ensure suitable lighting levels based on evidence.

Other	NEUTRAL: The use of additional energy efficient LED bulbs is not expected to have an impact on residents and service users. Other options could lead to some residential streets being darker, or darker for longer. In addition, some non-residential roads could also be made darker. It is possible that, if implemented, such changes could have a low negative impact on some road users, but specific proposals have yet to be determined, and further assessment will be made as options are refined. New infrastructure enables flexibility over lighting and dimming regimes, and in the event that negative impacts are identified, this could potentially provide options for mitigation.
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For all characteristics marked as either having a 'medium negative' or 'high negative', please complete table 4:

Table 4 Explanation and mitigation for medium and high impacts

Protected characteristic	Brief explanation of why this has been assessed as having medium or high negative impact	Is there a Geographical impact? If so, please explain - use list above to identify geographical area(s)	Short explanation of mitigating actions

If you have specified mitigations as part of the assessment, now consider reviewing the impact severity/risk assessment.

For all characteristics marked as either having a positive impact please explain why in table 5.

Table 5 Consideration of and explanation for positive impacts

Protected characteristic	Brief explanation of why this has been assessed as having positive impact

Further actions and recommendations to consider:

- If neutral or low negative impacts have been carefully considered and identified correctly, the activity is likely to proceed.
- If medium negative or high negative have been identified:
 - The policy, service review, scheme or practice may be paused or stopped
 - The policy, service review, scheme or practice can be changed to remove, reduce or mitigate against the negative impacts.
 - Consider undertaking consultation/re-consulting².
 - If all options have been considered carefully and there are no other proportionate ways to remove, reduce, or mitigate - explain and justify reasons why in the assessment.
 - Carry out a subsequent impact severity assessment following mitigating actions.

Box 1

Please set out any additional information which you think is relevant to this impact assessment:

There is the possibility that some rural areas will be darker or darker for longer as a result of this proposal, which could have a negative impact on some rural residents, though in some cases people will experience this as a positive impact.

Box 2

If appropriate, (i.e., it is immediately evident that a full EIA is not necessary) please provide a short succinct assessment to show that due regard has been given and that there is no requirement for a full EIA:

Universal Services

Name of SP25 proposal:	SP25 Proposal Reference:
School Crossing Patrols	EIA – US03 Universal Services

EIA writer(s) and authoriser

No.		Name	Department	Position	Email address	Phone number	Date	Issue
1	Report Writer(s)	Patrick Poyntz-Wright	Universal Services	Capital and Democratic Services Manager			30/08/2023	2
2	EIA authoriser	Patrick Blogg	Universal Services	Director – Universal Services			06/09/2023	2
3	EIA Coordinator	Patrick Poyntz-Wright	Universal Services	Capital and Democratic Services Manager			06/09/2023	2

Section one – information about the service and service change

Service affected	School Crossing Patrols
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<p>Please provide a short description of the service / policy/project/project phase</p>	<p>Hampshire County Council currently provides a School Crossing Patrol (SCP) service close to various schools across Hampshire. Where provided, these can be used by children on their journeys to and from school. Hampshire County Council does not have a statutory duty to provide this service, but if another provider chooses to do so, we do have duties to ensure the provision is appropriate.</p> <p>Currently we use defined criteria to assess whether to provide and fund an SCP based on the number of children crossing at a location and the volume of traffic. More than one SCP may serve a school where children cross at different locations, and a single SCP may serve children attending different schools where they cross at the same location. Where the threshold for County Council funding is not met, schools or other groups may currently obtain an SCP where it is safe for one to operate through a service level agreement with the County Council by paying the full cost of providing the SCP. Where this is the case, we ensure the provision is appropriate by requiring the provider to purchase equipment and training at cost from us.</p> <p>The County Council currently funds 190 SCPs in Hampshire. A further three are funded through service level agreement directly with schools.</p>
<p>Please explain the new/changed service/policy/project</p>	<p>Assessments of each SCP controlled site to determine whether alternative safe measures could be put in place which would enable the SCP provision to be safely withdrawn. The resulting measures may include the delivery of local highway measures to improve facilities for pedestrians to safely cross roads, or the determination of new safer routes to school. The assessments may also identify existing routes where an SCP is no longer required as the route is already safe; or routes that cannot be made safe and will therefore continue to require an HCC-funded SCP for the time being. Where the HCC-funded SCP provision is withdrawn through this process, schools and other bodies will be able to pay for SCP provision at full cost through a service level agreement with the County Council.</p>

Engagement and consultation

The County Council's *Making the Most of your money budget* consultation (2024-2026) sought residents' and stakeholders' views on strategic options for funding the Authority's budget gap. Where applicable, detailed proposals for making savings will be subject to further, more detailed 'stage two' consultation before any decisions on service specific changes are made.

Has any pre-consultation engagement been carried out?

Describe the consultation or engagement you have performed or are intending to perform.

Describe who was engaged or consulted. What was the outcome of the activity and how have the results influenced what you are doing? If no consultation or engagement is planned, please explain why.

A stage 2 public consultation is planned for early 2024.

Section two: Assessment

Carefully and consciously consider the impacts of the proposed change.

Consider at this point whether the assessment is of impacts on staff or service users. If it is both the impacts may be contradictory for each group (negative for staff but positive for customers, or vice versa). Consider completing two assessment tables (one for staff and one for customers) and providing one equality statement for both groups.

If the proposed change is expected to have a positive, neutral (no impact) or negative (low, medium or high) impact on people in protected characteristics groups or those who may be impacted by poverty or rurality. Indicate the impact by entering the risk score in the relevant column in the table below.

If an overview assessment of due regard is appropriate, please go to box 2.

Table 1 Impact Assessment [add ✓ to relevant boxes)

Protected characteristic	Positive	Neutral	Negative - low	Negative - Medium	Negative - High	Affects staff, public or both?
Age		✓				Public
Disability		✓				Public
Gender reassignment		✓				Public
Pregnancy and maternity		✓				Public
Race		✓				Public
Religion or belief		✓				Public
Sex		✓				Public
Sexual orientation		✓				Public
Marriage & civil partnership		✓				Public
Poverty		✓				Public

Rurality		✓				Public
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Table 2 Geographical impact

Does the proposal impact on a specific area? Consider the [demographic data](#) of the locations.

Area	Yes / no
All Hampshire	✓
Basingstoke and Deane	
East Hampshire	
Eastleigh	
Fareham	
Gosport	
Hart	
Havant	

New Forest	
Rushmoor	
Test Valley	
Winchester	

Section three: Equality Statement

For all characteristics marked as either having a neutral or low negative impact, challenge your assessment - carefully consider the protected characteristics, if necessary, review the Inclusion and Diversity eLearning, discuss with an EIA co-ordinator.

Table 3 Consideration of and explanation for neutral or low negative impacts

Protected characteristic	Brief explanation of why this has been assessed as having neutral or low negative impact
All	NEUTRAL: The County Council will undertake assessments of each SCP controlled site to determine whether alternative safe measures could be put in place which would enable the SCP provision to be safely withdrawn. In these cases, school crossing patrols may continue to be funded by local schools. Where the site is not safe or cannot be made safe an HCC-funded SCP will continue to be provided for the time being.

For all characteristics marked as either having a 'medium negative' or 'high negative', please complete table 4:

Table 4 Explanation and mitigation for medium and high impacts

Protected characteristic	Brief explanation of why this has been assessed as having medium or high negative impact	Is there a Geographical impact? If so, please explain - use list above to identify geographical area(s)	Short explanation of mitigating actions

If you have specified mitigations as part of the assessment, now consider reviewing the impact severity/risk assessment.

For all characteristics marked as either having a positive impact please explain why in table 5.

Table 5 Consideration of and explanation for positive impacts

Protected characteristic	Brief explanation of why this has been assessed as having positive impact

Further actions and recommendations to consider:

- If neutral or low negative impacts have been carefully considered and identified correctly, the activity is likely to proceed.
- If medium negative or high negative have been identified:
 - The policy, service review, scheme or practice may be paused or stopped

- The policy, service review, scheme or practice can be changed to remove, reduce or mitigate against the negative impacts.
- Consider undertaking consultation/re-consulting³.
- If all options have been considered carefully and there are no other proportionate ways to remove, reduce, or mitigate - explain and justify reasons why in the assessment.
- Carry out a subsequent impact severity assessment following mitigating actions.

Box 1

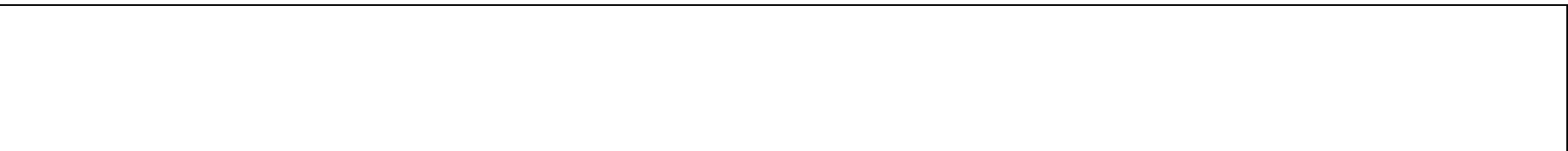
Please set out any additional information which you think is relevant to this impact assessment:

There is the potential for a negative impact on sex and age arising from the fact that School Crossing Patrol staff are more likely to be women and older people, and any reduction in the numbers of school crossing patrols could disproportionately affect these groups. These impacts will be monitored and assessed in more detail as options develop.

Box 2

If appropriate, (i.e., it is immediately evident that a full EIA is not necessary) please provide a short succinct assessment to show that due regard has been given and that there is no requirement for a full EIA:

It is the responsibility of parents or guardians to get their child safely to school, but the County Council has a duty to assert and protect the rights of the public to use the highway, and should there be a particular safety concern at a specific location then specific mitigation will be considered.



Universal Services

Name of SP25 proposal:	SP25 Proposal Reference:
Public Transport	<i>EIA – US04</i> Universal Services

EIA writer(s) and authoriser

No.		Name	Department	Position	Email address	Phone number	Date	Issue
1	Report Writer(s)	Patrick Poyntz-Wright	Universal Services	Capital and Democratic Services Manager			30/08/2023	2
2	EIA authoriser	Patrick Blogg	Universal Services	Director – Universal Services			06/09/2023	2
3	EIA Coordinator	Patrick Poyntz-Wright	Universal Services	Capital and Democratic Services Manager			06/09/2023	2

Section one – information about the service and service change

Service affected	Public Transport
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<p>Please provide a short description of the service / policy/project/project phase</p>	<p>The County Council currently spends £2.7m per annum directly supporting non-statutory local bus services, mostly in rural and semi rural locations where it is not currently possible to run commercially viable services, and community transport services like Dial-a-Ride and Call and Go.</p>
<p>Please explain the new/changed service/policy/project</p>	<p>Removal of all remaining spend on non-statutory public transport provision. This includes funds the County Council spends on subsidising non-commercially viable local bus routes and on providing community transport services such as Dial-a-Ride and Call and Go. A review will be undertaken to look at any knock-on impact on the Home to School Transport (HTST) service in Children's Services as a result of any bus route reductions so that this proposal can be considered in the wider context.</p>

Engagement and consultation

The County Council's *Making the Most of your money budget* consultation (2024-2026) sought residents' and stakeholders' views on strategic options for funding the Authority's budget gap. Where applicable, detailed proposals for making savings will be subject to further, more detailed 'stage two' consultation before any decisions on service specific changes are made.

Has any pre-consultation engagement been carried out?

Describe the consultation or engagement you have performed or are intending to perform.

Describe who was engaged or consulted. What was the outcome of the activity and how have the results influenced what you are doing? If no consultation or engagement is planned, please explain why.

The *Making the Most of Your Money Budget Consultation* referred to above received a wide range of comments on this proposal, many of which supported the findings of this assessment. In addition, feedback from individuals and organisations stressed that where individuals have multiple protected characteristics the impacts could be particularly negative.

A stage 2 public consultation is planned for early 2024.

Section two: Assessment

Carefully and consciously consider the impacts of the proposed change.

Consider at this point whether the assessment is of impacts on staff or service users. If it is both the impacts may be contradictory for each group (negative for staff but positive for customers, or vice versa). Consider completing two assessment tables (one for staff and one for customers) and providing one equality statement for both groups.

If the proposed change is expected to have a positive, neutral (no impact) or negative (low, medium or high) impact on people in protected characteristics groups or those who may be impacted by poverty or rurality. Indicate the impact by entering the risk score in the relevant column in the table below.

If an overview assessment of due regard is appropriate, please go to box 2.

Table 1 Impact Assessment [add ✓ to relevant boxes)

Protected characteristic	Positive	Neutral	Negative - low	Negative - Medium	Negative - High	Affects staff, public or both?
Age					✓	Public

Disability					✓	Public
Gender reassignment		✓				Public
Pregnancy and maternity				✓		Public
Race				✓		Public
Religion or belief			✓			Public
Sex					✓	Public
Sexual orientation		✓				Public
Marriage & civil partnership		✓				Public
Poverty					✓	Public
Rurality					✓	Public

Table 2 Geographical impact

Does the proposal impact on a specific area? Consider the [demographic data](#) of the locations.

Area	Yes / no
All Hampshire	✓
Basingstoke and Deane	
East Hampshire	
Eastleigh	
Fareham	
Gosport	
Hart	
Havant	
New Forest	
Rushmoor	
Test Valley	
Winchester	

Section three: Equality Statement

For all characteristics marked as either having a neutral or low negative impact, challenge your assessment - carefully consider the protected characteristics, if necessary, review the Inclusion and Diversity eLearning, discuss with an EIA co-ordinator.

Table 3 Consideration of and explanation for neutral or low negative impacts

Protected characteristic	Brief explanation of why this has been assessed as having neutral or low negative impact
Gender reassignment Sexual orientation Marriage and civil partnership	NEUTRAL: There is no evidence to suggest that people who have any of these protected characteristics are any more likely to use public transport/community transport or hold a concessionary bus pass in Hampshire than those without them. Therefore there will be the same impact on these people as there will be for the general population.
Religion	LOW NEGATIVE: Reductions in availability of transport services could result in people having poorer access to activities relating to their religion

For all characteristics marked as either having a ‘medium negative’ or ‘high negative’, please complete the following table:

Table 4 Explanation and mitigation for medium and high impacts

Protected characteristic	Brief explanation of why this has been assessed as having medium or high negative impact	Is there a Geographical impact? If so, please explain -use list below to identify geographical area(s)	Short explanation of mitigating actions
Age	High Negative	Reductions in public bus are more likely to impact the rural areas of Hampshire.	In the total absence of these services, many would have to use the voluntary transport network which the County Council does not support. Therefore this would increase the demand on these services which the voluntary transport network (i.e. car schemes) is unlikely to be able to meet. In addition, these services are inaccessible for those with a wheelchair / complex mobility needs and therefore these people would need to rely on taxis. There is a national shortage of taxi drivers and therefore, accessibility will depend on localised availability.
Disability	Two thirds of all journeys on Hampshire's supported bus network are undertaken by holders of a concessionary bus pass; whether that be a disabled or older persons pass. The vast majority of journeys undertaken on Community Transport services serve the needs of older and disabled people. Most journeys on door to door services are undertaken by people with a concessionary bus pass. People with these characteristics are less likely to have access to a car or van and therefore have no alternative to bus/community transport use. Within these groups, these services are used as a means to remain independent. A reduction of service would have a		

	<p>disproportionate impact on people with these characteristics.</p> <p>With regards to younger people, around 15% of all journeys undertaken on the Council's supported services are for educational purposes. This equates to around 250,000 trips per year across the whole supported network. A reduction in service would mean many of these journeys would not be able to take place, resulting in a negative impact for younger people. In addition, fewer supported bus services will limit the County Council's scope to use public bus services to provide home to school transport, which could in turn have impacts on the home to school transport service funded by the Children's Services Budget.</p> <p>Reductions in community transport funding could also diminish the efficacy of the</p>		
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	<p>County Council's investment in the voluntary sector, with transport limitations reducing the scope and quality of support provided by volunteers funded by the County Council out of other budgets.</p>		
Pregnancy and Maternity	<p>Medium Negative</p> <p>During pregnancy and maternity, people have greater accessibility needs e.g. to attend midwife / Health Visitor appointments. This means that a reduction in service will disproportionately impact people with this characteristic.</p>	<p>Reductions in public bus are more likely to impact the rural areas of Hampshire.</p>	<p>See above</p>
Race	<p>Medium Negative</p> <p>Nationally, government figures show that outside London a black person makes on average 55 trips by bus per year in contrast with 36 made by a white person.</p>	<p>Reductions in public bus are more likely to impact the rural areas of Hampshire.</p>	<p>See above</p>

	<p>The same is true for people from other ethnic backgrounds. There is also a link between poverty and race which is explored further below. 33 per cent of Asian or Asian British pensioners and 30 per cent of Black or Black British, are in poverty compared to 15 per cent of white pensioners. Below, there is a further explanation of the link between poverty and bus use. These factors mean that a reduction in local bus services or an increase in the cost of transport services will disproportionately affect people from BAME backgrounds in comparison to white people.</p>		
Sex	<p>High negative</p> <p>Nationally more women than men do not have access to a private car / van and thus more use bus and community transport services. Within Hampshire 60% of passengers who travel with a</p>	<p>Reductions in public bus are more likely to impact the rural areas of Hampshire.</p>	<p>See above</p>

	<p>concessionary bus pass on the supported local bus network are female. This means that any reduction to service will disproportionately affect women. This is compounded by the pregnancy and maternity impact detailed above.</p>		
Poverty	<p>High Negative</p> <p>There is a relationship between income and type of transport used. Those on lower incomes use buses more than those on higher incomes, and those on higher incomes use cars and trains more than those on lower incomes (Department for Transport 2017). People with more money have more options in both where to live and how to travel, and transport links are a key component of land value and housing costs. Poverty rates for all groups of women are higher than those of White British men. Among women, they are lowest</p>	<p>Reductions in public bus are more likely to impact the rural areas of Hampshire.</p>	<p>See above</p>

	<p>for White British women, followed by Chinese, Indian, Black Caribbean and Black African women. Pakistani and Bangladeshi women have extremely high poverty rates of around 50 per cent. Dependency on public transport and poverty are interlinked, resulting in a reduction to bus services or community transport services having a disproportionate impact on people living in poverty.</p>		
Rurality	<p>High Negative</p> <p>The vast majority of Hampshire's supported bus network provide accessibility for people within rural areas to access towns for employment and essential services. Rural areas are also currently served by Community Transport services.</p>	<p>Reductions in public bus are more likely to impact the rural areas of Hampshire.</p>	<p>See above</p>

As well as providing access to towns from rural areas, supported bus services play a crucial role bringing people into rural areas, improving their health and wellbeing, and supporting the economy of rural communities.

Rural areas are notoriously difficult to serve by public transport and make a profit, this is because the number of passengers who need to travel are lower. This means that where Council support is withdrawn in these areas, it is far less likely than in an urban area that a bus operator would provide an alternative on a commercial basis.

Where the overall amount of funding is reduced to operators, this could have an impact their overall operations. This could see more rural depots becoming commercially unviable and therefore additional services, to

	those which are directly funded by the County Council could be withdrawn.		
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If you have specified mitigations as part of the assessment, now consider reviewing the impact severity/risk assessment.

For all characteristics marked as either having a positive impact please explain why here.

Table 5 Consideration of and explanation for positive impacts

Protected characteristic	Brief explanation of why this has been assessed as having positive impact

Further actions and recommendations to consider:

- If neutral or low negative impacts have been carefully considered and identified correctly, the activity is likely to proceed.
- If medium negative or high negative have been identified:
 - The policy, service review, scheme or practice may be paused or stopped
 - The policy, service review, scheme or practice can be changed to remove, reduce or mitigate against the negative impacts.

- Consider undertaking consultation/re-consulting⁴.
- If all options have been considered carefully and there are no other proportionate ways to remove, reduce, or mitigate - explain and justify reasons why in the assessment.
- Carry out a subsequent impact severity assessment following mitigating actions.

Box 1

Please set out any additional information which you think is relevant to this impact assessment:

It should be noted that the most recent available data suggests that only 9% of all bus services in Hampshire are subsidised by the County Council, which means that 91% of bus services will not be directly affected.

Further impact assessments will be carried out as and when more detailed proposals are finalised for consideration.

Box 2

If appropriate, (i.e., it is immediately evident that a full EIA is not necessary) please provide a short succinct assessment to show that due regard has been given and that there is no requirement for a full EIA:

Universal Services

Name of SP25 proposal:	SP25 Proposal Reference:
Waste Services – Household Waste Recycling Centres	EIA – US05 Directorate Universal Services

EIA writer(s) and authoriser

No.		Name	Department	Position	Email address	Phone number	Date	Issue
1	Report Writer(s)	Patrick Poyntz-Wright	Universal Services	Capital and Democratic Services Manager			30/08/2023	2
2	EIA authoriser	Patrick Blogg	Universal Services	Director – Universal Services			06/09/2023	2
3	EIA Coordinator	Patrick Poyntz-Wright	Universal Services	Capital and Democratic Services Manager			06/09/2023	2

Section one – information about the service and service change

Service affected	Household Waste Recycling Centres
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<p>Please provide a short description of the service / policy/project/project phase</p>	<p>The County Council has the largest network of Household Waste Recycling Centres (HWRCs) in England, operating 24 HWRCs in the Hampshire area where residents can reuse, recycle and dispose of waste. Residents are able to reuse, recycle and dispose of a wide variety of material streams including bulky wastes and mixed residual waste in bagged form.</p> <p>The County Council has a statutory responsibility to provide places where residents can deposit household waste (e.g. household contents arising from the day-to-day running of a household) at no charge, but we are not required to accept non-household waste (e.g. construction and demolition waste or items from the repair or improvement of private properties).</p> <p>However, the council recognises that Residents sometimes generate small quantities of these non-household wastes and so currently provides a charged-for disposal service for soil & rubble including bathroom appliances such as baths, sinks & toilets, asbestos, gypsum and plasterboard.</p> <p>There is no legal definition of how many facilities need to be provided.</p> <p>The HWRC service cost is split into two parts, those that cover the cost of managing the sites (20%) and the cost of disposing of the material that is deposited (80%). The booking system, introduced during COVID-19 pandemic, has been retained following public support for the benefits that it provides in terms of site operations and reduced congestion.</p>
<p>Please explain the new/changed service/policy/project</p>	<p>Review of the existing 24 Household Waste Recycling Centres (HWRCs) service provision to inform a revised strategy for service delivery, taking account of best practice across the country and national guidance and enabling the provision of more modern, accessible sites. The revised service could include varying the opening hours of HWRCs, reducing the number of existing HWRCs, building new HWRCs or extending capacity of existing HWRCs, and/or introducing new charges for discretionary services at HWRCs.</p>

Engagement and consultation

The County Council's *Making the Most of your money budget* consultation (2024-2026) sought residents' and stakeholders' views on strategic options for funding the Authority's budget gap. Where applicable, detailed proposals for making savings will be subject to further, more detailed 'stage two' consultation before any decisions on service specific changes are made.

Has any pre-consultation engagement been carried out?

No

Describe the consultation or engagement you have performed or are intending to perform.

Describe who was engaged or consulted. What was the outcome of the activity and how have the results influenced what you are doing? If no consultation or engagement is planned, please explain why.

A full stage 2 public consultation is planned for early 2024.

Section two: Assessment

Carefully and consciously consider the impacts of the proposed change.

Consider at this point whether the assessment is of impacts on staff or service users. If it is both the impacts may be contradictory for each group (negative for staff but positive for customers, or vice versa). Consider completing two assessment tables (one for staff and one for customers) and providing one equality statement for both groups.

If the proposed change is expected to have a positive, neutral (no impact) or negative (low, medium or high) impact on people in protected characteristics groups or those who may be impacted by poverty or rurality. Indicate the impact by entering the risk score in the relevant column in the table below.

If an overview assessment of due regard is appropriate, please go to box 2.

Table 1 Impact Assessment [add ✓ to relevant boxes)

Protected characteristic	Positive	Neutral	Negative - low	Negative - Medium	Negative - High	Affects staff, public or both?
Age			✓			Public
Disability			✓			Public
Gender reassignment		✓				Public
Pregnancy and maternity		✓				Public
Race		✓				Public
Religion or belief		✓				Public
Sex		✓				Public
Sexual orientation		✓				Public
Marriage & civil partnership		✓				Public

Poverty			✓			Public
Rurality			✓			Public

Table 2 Geographical impact

Does the proposal impact on a specific area? Consider the [demographic data](#) of the locations.

Area	Yes / no
All Hampshire	✓
Basingstoke and Deane	
East Hampshire	
Eastleigh	
Fareham	
Gosport	
Hart	

Havant	
New Forest	
Rushmoor	
Test Valley	
Winchester	

Section three: Equality Statement

For all characteristics marked as either having a neutral or low negative impact, challenge your assessment - carefully consider the protected characteristics, if necessary, review the Inclusion and Diversity eLearning, discuss with an EIA co-ordinator.

Table 3 Consideration of and explanation for neutral or low negative impacts

Protected characteristic	Brief explanation of why this has been assessed as having neutral or low negative impact
Age	LOW NEGATIVE: Possible requirement for site users to travel further to sites, which may impact on older residents that experience difficulties with movement or are unable to travel longer distances.
Disability	LOW NEGATIVE: Possible requirement for site users to travel further to sites, which may impact on residents that experience difficulties with movement or are unable to travel longer distances.
Poverty	LOW NEGATIVE: Possible requirement for site users to travel further to sites and incur increased travel costs, which may impact on those residents on lower income disproportionately.

Rurality	LOW NEGATIVE: Rural residents may be more likely to have to make longer journeys to access the service.
Other	NEUTRAL: It is not anticipated that the impacts of this change will disproportionately affect other protected characteristics.

For all characteristics marked as either having a 'medium negative' or 'high negative', please complete table 4:

Table 4 Explanation and mitigation for medium and high impacts

Protected characteristic	Brief explanation of why this has been assessed as having medium or high negative impact	Is there a Geographical impact? If so, please explain - use list above to identify geographical area(s)	Short explanation of mitigating actions

If you have specified mitigations as part of the assessment, now consider reviewing the impact severity/risk assessment.

For all characteristics marked as either having a positive impact please explain why in table 5.

Table 5 Consideration of and explanation for positive impacts

Protected characteristic	Brief explanation of why this has been assessed as having positive impact

Further actions and recommendations to consider:

- If neutral or low negative impacts have been carefully considered and identified correctly, the activity is likely to proceed.
- If medium negative or high negative have been identified:
 - The policy, service review, scheme or practice may be paused or stopped
 - The policy, service review, scheme or practice can be changed to remove, reduce or mitigate against the negative impacts.
 - Consider undertaking consultation/re-consulting⁴.
 - If all options have been considered carefully and there are no other proportionate ways to remove, reduce, or mitigate - explain and justify reasons why in the assessment.
 - Carry out a subsequent impact severity assessment following mitigating actions.

Box 1

Please set out any additional information which you think is relevant to this impact assessment:

The review would consider the provisioning of the HWRC network in Hampshire in its entirety to ensure the best geographical coverage and optimal service in the circumstances. This should help mitigate some of the impacts on groups noted above.

A stage 2 public consultation is planned for early 2024.

Further impact assessments will be undertaken in advance of any further executive decisions.

Box 2

If appropriate, (i.e., it is immediately evident that a full EIA is not necessary) please provide a short succinct assessment to show that due regard has been given and that there is no requirement for a full EIA:

Universal Services

Name of SP25 proposal:	SP25 Proposal Reference:
Cross-Directorate - reductions to directorate non-pay budgets.	EIA – US07 Universal Services

EIA writer(s) and authoriser

No.		Name	Department	Position	Email address	Phone number	Date	Issue
1	Report Writer(s)	Amanda Beable/ Michelle Dayeh	Universal Services	Head of Transformation/ Strategic Manager			30/08/2023	2
		Mike Bridgeman		Assistant Director of Property, Business Development, and Transformation				
2	EIA authoriser	Patrick Blogg	Universal Services	Director of Universal Services			06/09/2023	2
3	EIA Coordinator	Patrick Poyntz-Wright	Universal Services	Capital and Democratic Services Manager			06/09/2023	2

Section one – information about the service and service change

Service affected	Cross-Directorate
Please provide a short description of the service / policy/project/project phase	Reductions to directorate non-pay budgets, including Learning & Development, Postage & Printing.
Please explain the new/changed service/policy/project	Due to the change in ways of working since the pandemic and an internal restructure bringing together parts of two former departments, some budgets are being centralised and some devolved to services, and these will be rationalised in line with changes in trends, e.g., less printing due to lower office use, more use of Apprenticeship Levy.

Engagement and consultation

The County Council's *Making the Most of your money budget* consultation (2024-2026) sought residents' and stakeholders' views on strategic options for funding the Authority's budget gap. Where applicable, detailed proposals for making savings will be subject to further, more detailed 'stage two' consultation before any decisions on service specific changes are made.

Has any pre-consultation engagement been carried out?

No

Describe the consultation or engagement you have performed or are intending to perform.

Describe who was engaged or consulted. What was the outcome of the activity and how have the results influenced what you are doing? If no consultation or engagement is planned, please explain why.

The services paid for by these budgets have undergone cultural changes post-pandemic, and these services have become more cost effective to deliver or less in demand as a result of revised working practices. Savings are being made in line with the natural downward trend of draw on these budgets, so it does not reflect a behavioural or cultural change to be made by staff in the future, only to the amounts allocated to the budgets. For example, some Learning and Development has been moved online, and a

combination of better use of technology alongside hybrid-working have enabled an accelerated move away from printing and postage. Therefore, no further engagement is necessary.

Section two: Assessment

Carefully and consciously consider the impacts of the proposed change.

Consider at this point whether the assessment is of impacts on staff or service users. If it is both the impacts may be contradictory for each group (negative for staff but positive for customers, or vice versa). Consider completing two assessment tables (one for staff and one for customers) and providing one equality statement for both groups.

If the proposed change is expected to have a positive, neutral (no impact) or negative (low, medium or high) impact on people in protected characteristics groups or those who may be impacted by poverty or rurality. Indicate the impact by entering the risk score in the relevant column in the table below.

If an overview assessment of due regard is appropriate, please go to box 2.

Table 1 Impact Assessment [add ✓ to relevant boxes)

Protected characteristic	Positive	Neutral	Negative - low	Negative - Medium	Negative - High	Affects staff, public or both?
Age		✓				Both
Disability		✓				Both
Gender reassignment		✓				Both

Pregnancy and maternity		✓				Both
Race		✓				Both
Religion or belief		✓				Both
Sex		✓				Both
Sexual orientation		✓				Both
Marriage & civil partnership		✓				Both
Poverty		✓				Both
Rurality		✓				Both

Table 2 Geographical impact

Does the proposal impact on a specific area? Consider the [demographic data](#) of the locations.

Area	Yes / no
All Hampshire	Yes
Basingstoke and Deane	

East Hampshire	
Eastleigh	
Fareham	
Gosport	
Hart	
Havant	
New Forest	
Rushmoor	
Test Valley	
Winchester	

Section three: Equality Statement

For all characteristics marked as either having a neutral or low negative impact, challenge your assessment - carefully consider the protected characteristics, if necessary, review the Inclusion and Diversity eLearning, discuss with an EIA co-ordinator.

Table 3 Consideration of and explanation for neutral or low negative impacts

Protected characteristic	Brief explanation of why this has been assessed as having neutral or low negative impact
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<p>All characteristics marked as neutral.</p>	<p>No impact has been identified on any characteristic group due to the nature of the proposal being to reduce spend in line with what is already naturally happening; lower office use has meant less printing, and an intensification in digital communication during the pandemic has reduced postage.</p> <p>A reduction in other costs relating to Learning and Development have also been identified, e.g., courses being offered online, increased use of the Apprenticeship Levy and subscription packages for professional publications and bodies being delivered digitally making them cheaper. In addition, a combination of better use of technology alongside hybrid-working have enabled an accelerated move away from printing and postage.</p> <p>Funding for these functions has been reviewed as part of an internal merge of departments and budgets are being reduced in line with required spend.</p>
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For all characteristics marked as either having a 'medium negative' or 'high negative', please complete table 4:

Table 4 Explanation and mitigation for medium and high impacts

Protected characteristic	Brief explanation of why this has been assessed as having medium or high negative impact	Is there a Geographical impact? If so, please explain - use list above to identify geographical area(s)	Short explanation of mitigating actions

If you have specified mitigations as part of the assessment, now consider reviewing the impact severity/risk assessment.

For all characteristics marked as either having a positive impact please explain why in table 5.

Table 5 Consideration of and explanation for positive impacts

Protected characteristic	Brief explanation of why this has been assessed as having positive impact

Further actions and recommendations to consider:

- If neutral or low negative impacts have been carefully considered and identified correctly, the activity is likely to proceed.
- If medium negative or high negative have been identified:
 - The policy, service review, scheme or practice may be paused or stopped
 - The policy, service review, scheme or practice can be changed to remove, reduce or mitigate against the negative impacts.
 - Consider undertaking consultation/re-consulting⁵.
 - If all options have been considered carefully and there are no other proportionate ways to remove, reduce, or mitigate - explain and justify reasons why in the assessment.
 - Carry out a subsequent impact severity assessment following mitigating actions.

Box 1

Please set out any additional information which you think is relevant to this impact assessment:



Box 2

If appropriate, (i.e., it is immediately evident that a full EIA is not necessary) please provide a short succinct assessment to show that due regard has been given and that there is no requirement for a full EIA:

No impact has been identified on any characteristic group due to the nature of the proposal being to reduce spend in line with what is already naturally happening; lower office use has meant less printing, and an intensification in digital communication during the pandemic has reduced postage.

A reduction in other costs relating to Learning and Development have also been identified, e.g., courses being offered online, increased use of the Apprenticeship Levy, and subscription packages for professional publications and bodies being delivered digitally making them cheaper.

Funding for these functions has been reviewed as part of an internal merge of departments and budgets are being reduced in line with required spend.

Universal Services

Name of SP25 proposal:	SP25 Proposal Reference:
Highways, Engineering & Transport	EIA – US08 Universal Services

EIA writer(s) and authoriser

No.		Name	Department	Position	Email address	Phone number	Date	Issue
1	Report Writer(s)	Tim Lawton	Universal Services	Assistant Director – Highways, Engineering & Transport			30/08/2023	2
2	EIA authoriser	Patrick Blogg	Universal services	Director – Universal Services			06/09/2023	2
3	EIA Coordinator	Patrick-Poyntz-Wright	Universal Services	Capital and Democratic Services			06/09/2023	2

Section one – information about the service and service change

Service affected	A range of services within the Highways, Engineering and Transport (HET) branch.
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<p>Please provide a short description of the service / policy/project/project phase</p>	<p>The HET Branch is responsible for the safe management of Hampshire's Highway network and associated infrastructure. This includes but is not limited to maintaining and managing Hampshire's roads, associated traffic signals and streetlights, and trees by the Highway; licensing or permitting various activity on the Highways; adoption of estate roads from developers; designing and delivering engineering schemes to build or improve roads; and management of the authorities' vehicle fleet.</p>
<p>Please explain the new/changed service/policy/project</p>	<p>It is proposed that the HET branch further develop its cost recovery and income streams, through reviewing existing charges, expanding current income streams and through the development of new income streams, to contribute to SP25 on a cost recovery basis.</p> <p>This may include:</p> <ol style="list-style-type: none"> 1. Increases to the fees charged for licences and highways information, and the development of new services and charges, including expedited services, ie. services delivered more quickly or in an enhanced way for a higher fee, e.g. Highway Searches completed faster for customers willing to pay more. 2. Increased charges to and income from developers, particularly associated with the road adoption process. 3. Selling engineering services and other associated specialisms to other bodies. 4. Selling services and data from services, such as from traffic survey activities or transport advice. 5. Expanding income from highways materials recycling and other innovative income streams 6. Developing sponsorship and advertising opportunities.

Engagement and consultation

The County Council's *Making the Most of your money budget* consultation (2024-2026) sought residents' and stakeholders' views on strategic options for funding the Authority's budget gap. Where applicable, detailed proposals for making savings will be subject to further, more detailed 'stage two' consultation before any decisions on service specific changes are made.

Has any pre-consultation engagement been carried out?

The general concept of charging/increasing charges for services has been consulted on as part of the County Council's *Making the Most of your money budget* consultation (2024-2026).

Describe the consultation or engagement you have performed or are intending to perform.

Describe who was engaged or consulted. What was the outcome of the activity and how have the results influenced what you are doing? If no consultation or engagement is planned, please explain why.

Stage 2 public consultation may be required and will be undertaken where necessary.

Section two: Assessment

Carefully and consciously consider the impacts of the proposed change.

Consider at this point whether the assessment is of impacts on staff or service users. If it is both the impacts may be contradictory for each group (negative for staff but positive for customers, or vice versa). Consider completing two assessment tables (one for staff and one for customers) and providing one equality statement for both groups.

If the proposed change is expected to have a positive, neutral (no impact) or negative (low, medium or high) impact on people in protected characteristics groups or those who may be impacted by poverty or rurality. Indicate the impact by entering the risk score in the relevant column in the table below.

If an overview assessment of due regard is appropriate, please go to box 2.

Table 1 Impact Assessment [add ✓ to relevant boxes)

Protected characteristic	Positive	Neutral	Negative - low	Negative - Medium	Negative - High	Affects staff, public or both?
Age		✓				Public
Disability		✓				Public
Gender reassignment		✓				Public
Pregnancy and maternity		✓				Public
Race		✓				Public
Religion or belief		✓				Public
Sex		✓				Public
Sexual orientation		✓				Public
Marriage & civil partnership		✓				Public
Poverty			✓			Public

Rurality		✓				Public
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Table 2 Geographical impact

Does the proposal impact on a specific area? Consider the [demographic data](#) of the locations.

Area	Yes / no
All Hampshire	Yes
Basingstoke and Deane	
East Hampshire	
Eastleigh	
Fareham	
Gosport	
Hart	
Havant	

New Forest	
Rushmoor	
Test Valley	
Winchester	

Section three: Equality Statement

For all characteristics marked as either having a neutral or low negative impact, challenge your assessment - carefully consider the protected characteristics, if necessary, review the Inclusion and Diversity eLearning, discuss with an EIA co-ordinator.

Table 3 Consideration of and explanation for neutral or low negative impacts

Protected characteristic	Brief explanation of why this has been assessed as having neutral or low negative impact
Poverty	LOW NEGATIVE: Increases in the charges and prices could have a disproportionate impact on those less able to afford services charged for on a cost recovery basis. Charges will be made on a cost recovery basis only.
All other protected characteristics	NEUTRAL: The proposal has not been assessed as having a positive or negative impact on these characteristics. The assessment is therefore neutral.

For all characteristics marked as either having a 'medium negative' or 'high negative', please complete table 4:

Table 4 Explanation and mitigation for medium and high impacts

Protected characteristic	Brief explanation of why this has been assessed as having medium or high negative impact	Is there a Geographical impact? If so, please explain - use list above to identify geographical area(s)	Short explanation of mitigating actions

If you have specified mitigations as part of the assessment, now consider reviewing the impact severity/risk assessment.

For all characteristics marked as either having a positive impact please explain why in table 5.

Table 5 Consideration of and explanation for positive impacts

Protected characteristic	Brief explanation of why this has been assessed as having positive impact

Further actions and recommendations to consider:

- If neutral or low negative impacts have been carefully considered and identified correctly, the activity is likely to proceed.
- If medium negative or high negative have been identified:
 - The policy, service review, scheme or practice may be paused or stopped
 - The policy, service review, scheme or practice can be changed to remove, reduce or mitigate against the negative impacts.

- Consider undertaking consultation/re-consulting⁶.
- If all options have been considered carefully and there are no other proportionate ways to remove, reduce, or mitigate - explain and justify reasons why in the assessment.
- Carry out a subsequent impact severity assessment following mitigating actions.

Box 1

Please set out any additional information which you think is relevant to this impact assessment:

Box 2

If appropriate, (i.e., it is immediately evident that a full EIA is not necessary) please provide a short succinct assessment to show that due regard has been given and that there is no requirement for a full EIA:

Universal Services

Name of SP25 proposal:	SP25 Proposal Reference:
Waste and Environmental Services trading areas (Environmental Services (Trading), Asbestos, Scientific Services and Trading Standards)	EIA – US09 Universal Services

EIA writer(s) and authoriser

No.		Name	Department	Position	Email address	Phone number	Date	Issue
1	Report Writer(s)	Simon Cramp	Universal Services	Strategic Manager – Environmental Services			30/08/2023	2
		James Potter		Assistant Director for Waste and Environment Services				
2	EIA authoriser	Patrick Blogg	Universal services	Director – Universal Services			06/09/2023	2
3	EIA Coordinator	Patrick-Poyntz-Wright	Universal Services	Capital and Democratic Services			06/09/2023	2

Section one – information about the service and service change

Service affected	Waste and Environmental Services trading areas
Please provide a short description of the service / policy/project/project phase	<p>The service includes Asbestos Management, Environmental Services, and Hampshire Scientific Services (HSS). Asbestos Management provides UKAS accredited asbestos testing and inspection services, designs and delivers asbestos management controls to help enable the County Council to meet its statutory obligations in relation to the Control of Asbestos Regulations. Environmental Services provides specialist environmental input to planning, design, delivery and maintenance activities across the County Council, and on behalf of external clients in the public and private sectors. The service also supports the delivery of statutory functions. HSS provide a range of scientific analytical services to customers predominantly in the public sector; Coroners, Police, Trading Standards, Schools, Local Authorities and Central Government, supplemented by smaller private sector clients. Forensic testing of drugs seized by Hampshire Constabulary is currently carried out by a team of 2 staff who can process around 30 case submissions a month. Trading Standards conducts a range of statutory services aimed at protecting consumers from harm and supporting legitimate businesses to trade legally and safely within the county. The service provides an essential role in the prevention of animal disease, safety and availability of products, rogue trading, food standards, petroleum & explosives and metrology. Activity includes the powers and ability to investigate and prosecute in areas of serious criminality. Commercially it also delivers one of the largest Buy With Confidence schemes, providing trusted and audited businesses for residents to use.</p>
Please explain the new/changed service/policy/project	<p>The SP25 proposal includes various measures to move towards a cost neutral position, mainly through increased income, as well as some further efficiencies. The current proposed and potential service changes are:</p> <p>Asbestos Management</p> <ul style="list-style-type: none"> • Reduction in inspection frequency - Reduce low risk inspections to every seven years • Reduced expenditure - Reduced staff travel and better utilisation of electric vehicles

	<p>Environmental Services</p> <ul style="list-style-type: none">• Increase Income - Efficiencies to increase income generating capacity to drive towards cost neutrality <p>HSS</p> <ul style="list-style-type: none">• Increase income in targeted areas - Increased income from toxicology and other high demand/low market capacity services• Increase Income & reduce expenditure - Efficiencies to increase income generating capacity and exploring solar power and an electric pool car to reduce costs
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Engagement and consultation

The County Council's *Making the Most of your money budget* consultation (2024-2026) sought residents' and stakeholders' views on strategic options for funding the Authority's budget gap. Where applicable, detailed proposals for making savings will be subject to further, more detailed 'stage two' consultation before any decisions on service specific changes are made.

Has any pre-consultation engagement been carried out?

No

Describe the consultation or engagement you have performed or are intending to perform.

Describe who was engaged or consulted. What was the outcome of the activity and how have the results influenced what you are doing? If no consultation or engagement is planned, please explain why.

No public consultation or engagement is currently planned as there is no likely impact to residents or stakeholders experience of statutory services. Consultation activities with staff or Trade Unions will be carried out as appropriate when further details of any proposed and potential service changes are understood, and further equalities impact assessments completed.

Section two: Assessment

Carefully and consciously consider the impacts of the proposed change.

Consider at this point whether the assessment is of impacts on staff or service users. If it is both the impacts may be contradictory for each group (negative for staff but positive for customers, or vice versa). Consider completing two assessment tables (one for staff and one for customers) and providing one equality statement for both groups.

If the proposed change is expected to have a positive, neutral (no impact) or negative (low, medium or high) impact on people in protected characteristics groups or those who may be impacted by poverty or rurality. Indicate the impact by entering the risk score in the relevant column in the table below.

If an overview assessment of due regard is appropriate, please go to box 2.

Table 1 Impact Assessment [add ✓ to relevant boxes)

Protected characteristic	Positive	Neutral	Negative - low	Negative - Medium	Negative - High	Affects staff, public or both?
Age		✓				Both
Disability		✓				Both
Gender reassignment		✓				Both

Pregnancy and maternity		✓				Both
Race		✓				Both
Religion or belief		✓				Both
Sex		✓				Both
Sexual orientation		✓				Both
Marriage & civil partnership		✓				Both
Poverty		✓				Both
Rurality		✓				Both

Table 2 Geographical impact

Does the proposal impact on a specific area? Consider the [demographic data](#) of the locations.

Area	Yes / no
All Hampshire	Yes
Basingstoke and Deane	
East Hampshire	
Eastleigh	
Fareham	
Gosport	
Hart	
Havant	
New Forest	
Rushmoor	
Test Valley	
Winchester	

Section three: Equality Statement

For all characteristics marked as either having a neutral or low negative impact, challenge your assessment - carefully consider the protected characteristics, if necessary, review the Inclusion and Diversity eLearning, discuss with an EIA co-ordinator.

Table 3 Consideration of and explanation for neutral or low negative impacts

Protected characteristic	Brief explanation of why this has been assessed as having neutral or low negative impact
All	<p>At present, there is no reason to think that the proposed and potential service changes will result in disproportionate impacts upon people with protected characteristics. However, as proposals develop, further impact assessments will be undertaken as appropriate to inform decision making.</p> <p>Where changes impact on staff, stringent decision-making processes would be put in place to ensure that individuals are not unfairly disadvantaged because they possess a particular characteristic.</p>

For all characteristics marked as either having a 'medium negative' or 'high negative', please complete table 4:

Table 4 Explanation and mitigation for medium and high impacts

Protected characteristic	Brief explanation of why this has been assessed as having medium or high negative impact	Is there a Geographical impact? If so, please explain - use list above to identify geographical area(s)	Short explanation of mitigating actions
N/A			

If you have specified mitigations as part of the assessment, now consider reviewing the impact severity/risk assessment.

For all characteristics marked as either having a positive impact please explain why in table 5.

Table 5 Consideration of and explanation for positive impacts

Protected characteristic	Brief explanation of why this has been assessed as having positive impact
N/A	

Further actions and recommendations to consider:

- If neutral or low negative impacts have been carefully considered and identified correctly, the activity is likely to proceed.
- If medium negative or high negative have been identified:
 - The policy, service review, scheme or practice may be paused or stopped
 - The policy, service review, scheme or practice can be changed to remove, reduce or mitigate against the negative impacts.
 - Consider undertaking consultation/re-consulting⁷.
 - If all options have been considered carefully and there are no other proportionate ways to remove, reduce, or mitigate - explain and justify reasons why in the assessment.
 - Carry out a subsequent impact severity assessment following mitigating actions.

Box 1

Please set out any additional information which you think is relevant to this impact assessment:



Box 2

If appropriate, (i.e., it is immediately evident that a full EIA is not necessary) please provide a short succinct assessment to show that due regard has been given and that there is no requirement for a full EIA:

The work delivered by the service is primarily for internal and external clients and partners, rather than being delivered directly to the public.

Proposed and potential service changes are not expected to have an impact on any of the protected characteristics. If changes do represent a risk once developed, more detailed EIAs will be undertaken with appropriate consideration and action taken in respect of their findings.

Universal Services

Name of SP25 proposal:	SP25 Proposal Reference:
Facilities Management.	EIA – US11 Universal Services

EIA writer(s) and authoriser

No.		Name	Department	Position	Email address	Phone number	Date	Issue
1	Report Writer(s)	Lisa Hole	Universal Services	Soft FM Manager - HQ			30/08/2023	2
		Mike Bridgeman		Assistant Director for Property, Business Development, and Transformation				
2	EIA authoriser	Patrick Blogg	Universal Services	Director of Universal Services			06/09/2023	2
3	EIA Coordinator	Patrick Poyntz-Wright	Universal Services	Capital and Democratic Services Manager			06/09/2023	2

Section one – information about the service and service change

Service affected	Facilities Management
Please provide a short description of the service / policy/project/project phase	Facilities Management - service reductions and efficiencies linked to office accommodation rationalisation.
Please explain the new/changed service/policy/project	Reduction in posts through vacancy management and natural turnover, which correspond to new ways of working across corporate office accommodation in FM managed buildings. Post-pandemic, ways of working have changed across the built estate meaning a less intensive reliance on FM services, and some buildings have been released meaning there is less space to cover. As such the staffing requirement is now reduced and savings can be delivered with minimal impact on any staff group.

Engagement and consultation

The County Council's *Making the Most of your money budget* consultation (2024-2026) sought residents' and stakeholders' views on strategic options for funding the Authority's budget gap. Where applicable, detailed proposals for making savings will be subject to further, more detailed 'stage two' consultation before any decisions on service specific changes are made.

Has any pre-consultation engagement been carried out?

Describe the consultation or engagement you have performed or are intending to perform.

Describe who was engaged or consulted. What was the outcome of the activity and how have the results influenced what you are doing? If no consultation or engagement is planned, please explain why.

Section two: Assessment

Carefully and consciously consider the impacts of the proposed change.

Consider at this point whether the assessment is of impacts on staff or service users. If it is both the impacts may be contradictory for each group (negative for staff but positive for customers, or vice versa). Consider completing two assessment tables (one for staff and one for customers) and providing one equality statement for both groups.

If the proposed change is expected to have a positive, neutral (no impact) or negative (low, medium or high) impact on people in protected characteristics groups or those who may be impacted by poverty or rurality. Indicate the impact by entering the risk score in the relevant column in the table below.

If an overview assessment of due regard is appropriate, please go to box 2.

Table 1 Impact Assessment [add ✓ to relevant boxes)

Protected characteristic	Positive	Neutral	Negative - low	Negative - Medium	Negative - High	Affects staff, public or both?
Age		✓				Both
Disability		✓				Both
Gender reassignment		✓				Both
Pregnancy and maternity		✓				Both
Race		✓				Both

Religion or belief		✓				Both
Sex		✓				Both
Sexual orientation		✓				Both
Marriage & civil partnership		✓				Both
Poverty		✓				Both
Rurality		✓				Both

Table 2 Geographical impact

Does the proposal impact on a specific area? Consider the [demographic data](#) of the locations.

Area	Yes / no
All Hampshire	Yes
Basingstoke and Deane	

East Hampshire	
Eastleigh	
Fareham	
Gosport	
Hart	
Havant	
New Forest	
Rushmoor	
Test Valley	
Winchester	

Section three: Equality Statement

For all characteristics marked as either having a neutral or low negative impact, challenge your assessment - carefully consider the protected characteristics, if necessary, review the Inclusion and Diversity eLearning, discuss with an EIA co-ordinator.

Table 3 Consideration of and explanation for neutral or low negative impacts

Protected characteristic	Brief explanation of why this has been assessed as having neutral or low negative impact
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All characteristics marked as neutral.	<p>The savings would be achieved through the reduction of vacancies that have been held for some time.</p> <p>There is no impact on opportunities for entry level positions as vacancies still exist which the service is looking to fill at all times.</p> <p>Post-pandemic, ways of working have changed across the estate meaning a less intensive reliance of FM services, and some buildings have been released meaning there is less space to cover. As such the staffing requirement is now reduced and savings can be delivered with no impact on any staff group.</p>
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For all characteristics marked as either having a 'medium negative' or 'high negative', please complete table 4:

Table 4 Explanation and mitigation for medium and high impacts

Protected characteristic	Brief explanation of why this has been assessed as having medium or high negative impact	Is there a Geographical impact? If so, please explain - use list above to identify geographical area(s)	Short explanation of mitigating actions
N/A			

If you have specified mitigations as part of the assessment, now consider reviewing the impact severity/risk assessment.

For all characteristics marked as either having a positive impact please explain why in table 5.

Table 5 Consideration of and explanation for positive impacts

Protected characteristic	Brief explanation of why this has been assessed as having positive impact
N/A	

Further actions and recommendations to consider:

- If neutral or low negative impacts have been carefully considered and identified correctly, the activity is likely to proceed.
- If medium negative or high negative have been identified:
 - The policy, service review, scheme or practice may be paused or stopped
 - The policy, service review, scheme or practice can be changed to remove, reduce or mitigate against the negative impacts.
 - Consider undertaking consultation/re-consulting⁸.
 - If all options have been considered carefully and there are no other proportionate ways to remove, reduce, or mitigate - explain and justify reasons why in the assessment.
 - Carry out a subsequent impact severity assessment following mitigating actions.

Box 1

Please set out any additional information which you think is relevant to this impact assessment:



Box 2

If appropriate, (i.e., it is immediately evident that a full EIA is not necessary) please provide a short succinct assessment to show that due regard has been given and that there is no requirement for a full EIA:

The savings would be achieved through the reduction of vacancies that have been held for some time.

There is no impact on opportunities for entry level positions as vacancies still exist which the service is looking to fill at all times.

Post-pandemic, ways of working have changed across the estate meaning a less intensive reliance of FM services, and some buildings have been released meaning there is less space to cover. As such the staffing requirement is now reduced and savings can be delivered with no impact on any staff group.

Universal Services

Name of SP25 proposal:	SP25 Proposal Reference:
Registration and Archives	EIA – US12 Universal Services Directorate

EIA writer(s) and authoriser

No.		Name	Department	Position	Email address	Phone number	Date	Issue
1	Report Writer(s)	Abigail Walton	Universal Services	Senior Project Officer			30/08/2023	2
		Jo Heath		Assistant Director for Recreation, Information, and Business Services				
2	EIA authoriser	Patrick Blogg	Universal Services	Director of Universal Services			06/09/2023	2
3	EIA Coordinator	Patrick Poyntz-Wright	Universal Services	Capital and Democratic Services Manager			06/09/2023	2

Section one – information about the service and service change

Service affected	A. Registration Service B. Hampshire Archives and Local Studies Service
Please provide a short description of the service / policy/project/project phase	<p>A. The Registration Service recorded 42,000 life events within Hampshire in 22/23 and is one of the largest Registration Services in the country. In addition to recording life events which take place within Hampshire the service seeks to evolve and meet demand by developing new opportunities and exploring additional income streams. The service is currently developing the following new areas of income:</p> <ol style="list-style-type: none"> 1. Becoming a training provider for other Registration Services 2. Licensing new venues for ceremonies 3. Ceremony personalisation 4. Increase in ceremony fees 5. Funerals 6. Reducing office accommodation 7. Developing a sustainable staffing strategy 8. Reviewing Registration budget <p>B. Hampshire Record Office is the home of 1,000 years of history and comprises Hampshire Archives and Local Studies as well as the Wessex Film and Sound Archive. It is a statutory public service that is open to anyone – whether undertaking research into family or local history, pursuing academic work, or using archives as evidence for legal or other purposes. Our customers include the Hampshire community as well as people living anywhere who have a past or present connection with Hampshire.</p> <p>Hampshire's archives are a unique collection of local stories from the past up to the present day, ranging from letters by Florence Nightingale and Jane Austen, to war diary entries from the Western Front recording the 1914 Christmas Truce, the Coronavirus Tribute Book to the Winchester Pipe Rolls - a series of medieval account rolls recording the minutiae of farming life on dozens of Hampshire manors from 1208 onwards (the most complete set of manorial accounts in the</p>

	<p>country). Our physical archive collections are carefully housed in the purpose-built, grade II listed building which includes eight miles of shelving and we have recently purchased an IT system to contain our growing digital archives holdings.</p> <p>Hampshire County Council's Archives and Local Studies service meets a national accreditation standard which recognises high levels of performance, including the care of its unique collections. The UK quality standard was first awarded to Hampshire Archives in 2018, renewed in 2021 with the next assessment in Spring 2024.</p> <p>The service is currently investigating some new areas of income to include:</p> <ol style="list-style-type: none"> 1. Charges for storage and management of the Wessex Film and Sound Archive partners' Archive Collections 2. Charges for the cataloguing, conservation, storage and withdrawal of private, non-statutory archive collections that are deposited at Hampshire Record Office in the custody of Hampshire County Council but where the depositor retains ownership. 3. Commercial sale of archive storage space and other archive consultancy services to owners of archive collections.
<p>Please explain the new/changed service/policy/project</p>	<p>A. The Registration service seek to generate income through a variety of new and existing income streams.</p> <p>Training Provider – The service seeks to create a training academy for Registration officers within other authorities. Other registration services may seek to access the training due to a lack of time and resource within their own organisation. The training can be tailored to the individuals' requirements as needed and will follow the core requirements for duties required in the role of a Registration Officer. In addition to the training academy the service will offer assessors and internal verifiers for candidates from other authorities completing the national accreditation programme (NAP) for registration officers.</p>

Licensing new venues – Market the benefits of becoming a licensed venue and having the correct permissions to host ceremonies. Offer flexible initial sign up timeframes to allow local businesses to understand the benefits without committing for the standard three year licence.

Ceremony Personalisation – Provide an offer to enhance a ceremony by providing additional “add ons” for a fee. These are options such as telephone or face to face planning appointments prior to the ceremony, commemorative certificates and ceremonies after 5pm. Further analysis and a phased approach based on customer feedback would be required.

Increase in ceremony fees – The service review fees annually and apply a percentage increase based on CPI/RPI and national benchmarking via the South East Regional Board (SERB). This only applies to non-statutory fees (ceremonies & other). All statutory fees are set by the General Register Office (GRO). The fee increase is currently agreed at an increase of 5% across two years to 2026.

Funerals – Explore a new opportunity to provide funeral celebrant services as part of the service offer. This will require further research to understand the costs involved and a benchmarking activity to explore the market further before a decision to proceed could be made.

Reducing office accommodation – The removal of back office space at the Goldings Registration Office in Basingstoke. This is additional space over and above the current staffing requirements and could provide an annual saving if this office area was no longer part of the lease agreement.

Developing a sustainable staffing strategy – The service look to collect and analyse data of staffing trends for peak periods throughout the year to implement a more sustainable staffing strategy in order to reduce the requirement for agency staff.

Review Registration budget – Review the registration service budget and identify non allocated budget for efficiency savings.

The service will seek to implement all income streams identified above over a three year period to March 2026.

	<p>B.</p> <p>1. <u>Wessex Film and Sound Archive</u> - Hampshire County Council has recently received grant funding from the British Film Institute to develop a business case and new commercial operating model for the Wessex Film and Sound Archive (WFSA) to introduce membership fees and charges to Local Authority Partners. Through initial engagement, the partners have agreed in principle to pay for the storage and access of their film and sound archive collections currently managed by Hampshire County Council. The timeline for implementation of this project is three years and the grant funding from the British Film Institute comes to an end in March 2026. Formal consultation with the WFSA partners on the proposed membership fee charging model will be part of the grant funded project.</p> <p>2. <u>Charges for the cataloguing, conservation, storage and withdrawal of private, non-statutory archive collections held as part of the Hampshire Collection</u> - There is the potential to develop a charging model for the archive services currently provided for free to organisations such as charities, voluntary and community groups, nonconformist churches, businesses, individuals, families and estates.</p> <p>3. <u>Commercial sale of archive storage space and provision of archive consultancy services</u> - The implementation of a commercial archive management service would need to be offered at a future date when there is surplus space and capacity within Hampshire Archive and Local Studies Service. Archive Consultancy Services are already provided but these could be extended subject to staff capacity to increase income generated.</p>

Engagement and consultation

The County Council's *Making the Most of your money budget* consultation (2024-2026) sought residents' and stakeholders' views on strategic options for funding the Authority's budget gap. Where applicable, detailed proposals for making savings will be subject to further, more detailed 'stage two' consultation before any decisions on service specific changes are made.

Has any pre-consultation engagement been carried out?

- A. No
- B. No

Describe the consultation or engagement you have performed or are intending to perform.

Describe who was engaged or consulted. What was the outcome of the activity and how have the results influenced what you are doing? If no consultation or engagement is planned, please explain why.

- A. It is currently being explored to see if a formal consultation would be required.
- B. There has been early engagement with WFSA partners about the proposed charging arrangements however a formal consultation is planned.

Section two: Assessment

Carefully and consciously consider the impacts of the proposed change.

Consider at this point whether the assessment is of impacts on staff or service users. If it is both the impacts may be contradictory for each group (negative for staff but positive for customers, or vice versa). Consider completing two assessment tables (one for staff and one for customers) and providing one equality statement for both groups.

If the proposed change is expected to have a positive, neutral (no impact) or negative (low, medium or high) impact on people in protected characteristics groups or those who may be impacted by poverty or rurality. Indicate the impact by entering the risk score in the relevant column in the table below.

If an overview assessment of due regard is appropriate, please go to box 2.

Table 1 Impact Assessment [add ✓ to relevant boxes)

Protected characteristic	Positive	Neutral	Negative - low	Negative - Medium	Negative - High	Affects staff, public or both?
Age			A B			Public
Disability		A B				Public
Gender reassignment		A B				Public
Pregnancy and maternity		A B				Public
Race		A B				Public
Religion or belief		A B				Public
Sex		A B				Public
Sexual orientation		A B				Public

Marriage & civil partnership		B	A			Public
Poverty			A B			Public
Rurality		A B				Public

Table 2 Geographical impact

Does the proposal impact on a specific area? Consider the [demographic data](#) of the locations.

Area	Yes / no
All Hampshire	A. Yes B. Yes
Basingstoke and Deane	
East Hampshire	
Eastleigh	
Fareham	
Gosport	

Hart	
Havant	
New Forest	
Rushmoor	
Test Valley	
Winchester	

Section three: Equality Statement

For all characteristics marked as either having a neutral or low negative impact, challenge your assessment - carefully consider the protected characteristics, if necessary, review the Inclusion and Diversity eLearning, discuss with an EIA co-ordinator.

Table 3 Consideration of and explanation for neutral or low negative impacts

Protected characteristic	Brief explanation of why this has been assessed as having neutral or low negative impact
Disability, Gender Reassignment, Pregnancy and Maternity, Race, Religion and Belief, Sex, Sexual Orientation, Marriage and Civil Partnership and Rurality -Neutral	A and B – None of the changes have been assessed as having an impact, either positive or negative to this group.

Age – Negative Low	A and B - Some customers who are of varying age demographics may come into contact with these services more frequently, and therefore may be disproportionately impacted by price increases. Both Services hold limited data on the age of customers and so are currently unable to quantify age ranges of customers choosing to access the services.
Poverty – Negative Low	A – Customers accessing the service for a ceremony may be impacted by fee increases. B – Customers wishing to deposit private collections in the custody of HCC may be unable to meet the request for an annual fee payable for the specialist storage of loaned archive collections.

For all characteristics marked as either having a ‘medium negative’ or ‘high negative’, please complete table 4:

Table 4 Explanation and mitigation for medium and high impacts

Protected characteristic	Brief explanation of why this has been assessed as having medium or high negative impact	Is there a Geographical impact? If so, please explain - use list above to identify geographical area(s)	Short explanation of mitigating actions

If you have specified mitigations as part of the assessment, now consider reviewing the impact severity/risk assessment.

For all characteristics marked as either having a positive impact please explain why in table 5.

Table 5 Consideration of and explanation for positive impacts

Protected characteristic	Brief explanation of why this has been assessed as having positive impact

Further actions and recommendations to consider:

- If neutral or low negative impacts have been carefully considered and identified correctly, the activity is likely to proceed.
- If medium negative or high negative have been identified:
 - The policy, service review, scheme or practice may be paused or stopped
 - The policy, service review, scheme or practice can be changed to remove, reduce or mitigate against the negative impacts.
 - Consider undertaking consultation/re-consulting⁹.
 - If all options have been considered carefully and there are no other proportionate ways to remove, reduce, or mitigate - explain and justify reasons why in the assessment.
 - Carry out a subsequent impact severity assessment following mitigating actions.

Box 1

Please set out any additional information which you think is relevant to this impact assessment:

Box 2

If appropriate, (i.e., it is immediately evident that a full EIA is not necessary) please provide a short succinct assessment to show that due regard has been given and that there is no requirement for a full EIA:

Universal Services

Name of SP25 proposal:	SP25 Proposal Reference:
Countryside.	EIA – US13 Directorate US

EIA writer(s) and authoriser

No.		Name	Directorate	Position	Email address	Phone number	Date	Issue
1	Report Writer(s)	Jo Heath	Universal Services	Assistant Director for Recreation, Information, and Business Services			30/08/2023	2
		Jon Dyer-Slade		Head of Countryside				
2	EIA authoriser	Patrick Blogg	Universal Services	Director – Universal Services			06/09/2023	2
3	EIA Coordinator	Rosellen Lambert	Universal Services	Transformation Manager			06/09/2023	2

Section one – information about the service and service change

Service affected	Countryside
Please provide a short description of the service / policy/project/project phase	The Countryside Service manages eight visitor attractions (five Country Parks, two Farm Attractions, one National Nature Reserve) 80 countryside sites, 3000 miles of rights of way and statutory responsibility for maintaining the definitive map for Hampshire, and a series of capital works projects to improve and develop assets and service delivery. The service has over 3m counted visits each year of which 2m are to the visitor attractions. The primary users and customers are Hampshire residents, with visitor attractions attracting most visitors from within a 30- minute drive time.
Please explain the new/changed service/policy/project	The Countryside Service is proposing £0.345m of savings through increasing income and realising cost efficiencies. An integrated ranger service across the 3,000 mile Rights of Way network and 80 countryside sites would reduce contracted services, reduce travel, increase resilience and bring together specialist teams that could generate income from sold services. Income generation will focus on price increases and a new membership and ticketing system within the five Country Parks, and the implementation of new parking charges at rural locations.

Engagement and consultation

The County Council's *Making the Most of your money budget* consultation (2024-2026) sought residents' and stakeholders' views on strategic options for funding the Authority's budget gap. Where applicable, detailed proposals for making savings will be subject to further, more detailed 'stage two' consultation before any decisions on service specific changes are made.

Has any pre-consultation engagement been carried out?

No.

Describe the consultation or engagement you have performed or are intending to perform.

Describe who was engaged or consulted. What was the outcome of the activity and how have the results influenced what you are doing? If no consultation or engagement is planned, please explain why.

Stage 2 public consultation may be required and will be undertaken where necessary.

Section two: Assessment

Carefully and consciously consider the impacts of the proposed change.

Consider at this point whether the assessment is of impacts on staff or service users. If it is both the impacts may be contradictory for each group (negative for staff but positive for customers, or vice versa). Consider completing two assessment tables (one for staff and one for customers) and providing one equality statement for both groups.

If the proposed change is expected to have a positive, neutral (no impact) or negative (low, medium or high) impact on people in protected characteristics groups or those who may be impacted by poverty or rurality. Indicate the impact by entering the risk score in the relevant column in the table below.

If an overview assessment of due regard is appropriate, please go to box 2.

Table 1 Impact Assessment [add ✓ to relevant boxes)

Protected characteristic	Positive	Neutral	Negative - low	Negative - Medium	Negative - High	Affects staff, public or both?
Age		✓				Both

Disability		✓				Both
Gender reassignment		✓				Both
Pregnancy and maternity		✓				Both
Race		✓				Both
Religion or belief		✓				Both
Sex		✓				Both
Sexual orientation		✓				Both
Marriage & civil partnership		✓				Both
Poverty			✓			Public
Rurality		✓				Both

Table 2 Geographical impact

Does the proposal impact on a specific area? Consider the [demographic data](#) of the locations.

Area	Yes / no
All Hampshire	Yes
Basingstoke and Deane	
East Hampshire	
Eastleigh	
Fareham	
Gosport	
Hart	
Havant	
New Forest	
Rushmoor	
Test Valley	
Winchester	

Section three: Equality Statement

For all characteristics marked as either having a neutral or low negative impact, challenge your assessment - carefully consider the protected characteristics, if necessary, review the Inclusion and Diversity eLearning, discuss with an EIA co-ordinator.

Table 3 Consideration of and explanation for neutral or low negative impacts

All protected characteristics – Staff	NEUTRAL: It is not currently anticipated that changes will have an impact on any protected characteristics. However, until the options for greater integrated working or different operating models are established, it is difficult to know the extent of any impact, if any, on protected characteristics. Once the scope has been defined a subsequent EIA will be completed to assess any impact on staff and ensure staff with protected characteristics are not unfairly disadvantaged.
Poverty – Residents	NEGATIVE LOW: Due to changes in pricing, however prices are set using benchmarking with similar offers at other Country Parks and Visitor Attractions and prices are set within this range to remain competitive but affordable.
All other protected characteristic – Residents	NEUTRAL: Potential options for integrated working arrangements are not expected to alter the ‘end’ service delivered to the public and therefore the likely impact to the public and groups with all other protected characteristics has been identified as neutral.

For all characteristics marked as either having a ‘medium negative’ or ‘high negative’, please complete table 4:

Table 4 Explanation and mitigation for medium and high impacts

Protected characteristic	Brief explanation of why this has been assessed as having medium or high negative impact	Is there a Geographical impact? If so, please explain - use list above to identify geographical area(s)	Short explanation of mitigating actions
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N/A			
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If you have specified mitigations as part of the assessment, now consider reviewing the impact severity/risk assessment.

For all characteristics marked as either having a positive impact please explain why in table 5.

Table 5 Consideration of and explanation for positive impacts

Protected characteristic	Brief explanation of why this has been assessed as having positive impact
N/A	

Further actions and recommendations to consider:

- If neutral or low negative impacts have been carefully considered and identified correctly, the activity is likely to proceed.
- If medium negative or high negative have been identified:
 - The policy, service review, scheme or practice may be paused or stopped
 - The policy, service review, scheme or practice can be changed to remove, reduce or mitigate against the negative impacts.
 - Consider undertaking consultation/re-consulting¹⁰.
 - If all options have been considered carefully and there are no other proportionate ways to remove, reduce, or mitigate - explain and justify reasons why in the assessment.
 - Carry out a subsequent impact severity assessment following mitigating actions.

Box 1

Please set out any additional information which you think is relevant to this impact assessment:

Box 2

If appropriate, (i.e., it is immediately evident that a full EIA is not necessary) please provide a short succinct assessment to show that due regard has been given and that there is no requirement for a full EIA:

Universal Services

Name of SP25 proposal: Hampshire Outdoor Centres	SP25 Proposal Reference: <i>EIA - US14</i> Universal Services Directorate
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EIA writer(s) and authoriser

No.		Name	Department	Position	Email address	Phone number	Date	Issue
1	Report Writer(s)	Alistair Palmer	Universal Services	Head of Hampshire Outdoor Centres			30/08/2023	2
		Jo Heath		Assistant Director for Recreation, Information, and Business Support				
2	EIA authoriser	Patrick Blogg	Universal Services	Director of Universal Services			06/09/2023	2
3	EIA Coordinator	Patrick Poyntz-Wright	Universal Services	Capital and Democratic Services Manager			06/09/2023	2

Section one – information about the service and service change

<p>Service affected</p>	<p>Hampshire Outdoor Centres</p>
<p>Please provide a short description of the service / policy/project/project phase</p>	<p>Hampshire Outdoor Centres (HOC) is a non-statutory service comprising four residential outdoor education centres; three in Hampshire and one in South Wales. The service mission is to improve the lives of customers and deliver a safe, highly valued, cost effective and quality focused service through the provision of accessible outdoor education and recreational facilities. The centres provide opportunities for all customers to connect with the natural environment, create memorable experiences, learn new skills, and grow through personal development. The service employs 65 permanent staff and at high season (summer) employs around 20 seasonal staff.</p>
<p>Please explain the new/changed service/policy/project</p>	<p>Across all Hampshire Outdoor Centres (HOC), the service will focus on building on commercial and efficiency initiatives that have been successful in the past few years to grow earned income through customer growth and retention. Therefore, our growth objectives will continue to focus on three key themes:</p> <ul style="list-style-type: none"> · The development of the core educational offer which provides high quality outdoor learning for schools and other residential groups, supported by an increase in engagement with new customers in the marketplace. · Positioning Calshot Activities Centre as a destination for visitors to the South Coast and developing into a place that people want to visit, explore, enjoy activities, eat and stay. · Creating new products which broaden ‘public’ access to the facilities at weekends and during the school holidays. <p>To support this programme across all Hampshire Outdoor Centres the service will continue to explore new and more flexible ways of improving the productivity of our workforce to support the delivery of our growth programme.</p>

Engagement and consultation

The County Council's *Making the Most of your money budget* consultation (2024-2026) sought residents' and stakeholders' views on strategic options for funding the Authority's budget gap. Where applicable, detailed proposals for making savings will be subject to further, more detailed 'stage two' consultation before any decisions on service specific changes are made.

Has any pre-consultation engagement been carried out?

No

Describe the consultation or engagement you have performed or are intending to perform.

Describe who was engaged or consulted. What was the outcome of the activity and how have the results influenced what you are doing? If no consultation or engagement is planned, please explain why.

Stage 2 public consultation may be required and will be undertaken where necessary.

Section two: Assessment

Carefully and consciously consider the impacts of the proposed change.

Consider at this point whether the assessment is of impacts on staff or service users. If it is both the impacts may be contradictory for each group (negative for staff but positive for customers, or vice versa). Consider completing two assessment tables (one for staff and one for customers) and providing one equality statement for both groups.

If the proposed change is expected to have a positive, neutral (no impact) or negative (low, medium or high) impact on people in protected characteristics groups or those who may be impacted by poverty or rurality. Indicate the impact by entering the risk score in the relevant column in the table below.

If an overview assessment of due regard is appropriate, please go to box 2.

Table 1 Impact Assessment [add ✓ to relevant boxes)

Protected characteristic	Positive	Neutral	Negative - low	Negative - Medium	Negative - High	Affects staff, public or both?
Age		✓				Both
Disability		✓				Both
Gender reassignment		✓				Both
Pregnancy and maternity		✓				Both
Race		✓				Both
Religion or belief		✓				Both
Sex		✓				Both
Sexual orientation		✓				Both
Marriage & civil partnership		✓				Both
Poverty		✓				Both

Rurality		✓				Both
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Table 2 Geographical impact

Does the proposal impact on a specific area? Consider the [demographic data](#) of the locations.

Area	Yes / no
All Hampshire	Yes
Basingstoke and Deane	
East Hampshire	
Eastleigh	
Fareham	
Gosport	
Hart	
Havant	

New Forest	
Rushmoor	
Test Valley	
Winchester	

Section three: Equality Statement

For all characteristics marked as either having a neutral or low negative impact, challenge your assessment - carefully consider the protected characteristics, if necessary, review the Inclusion and Diversity eLearning, discuss with an EIA co-ordinator.

Table 3 Consideration of and explanation for neutral or low negative impacts

Protected characteristic	Brief explanation of why this has been assessed as having neutral or low negative impact
All protected characteristics except for Age	NEUTRAL: The proposal has not been assessed as having a positive or negative impact on these characteristics. The assessment is therefore neutral.

For all characteristics marked as either having a 'medium negative' or 'high negative', please complete table 4:

Table 4 Explanation and mitigation for medium and high impacts

Protected characteristic	Brief explanation of why this has been assessed as having medium or high negative impact	Is there a Geographical impact? If so, please explain - use list above to	Short explanation of mitigating actions

		identify geographical area(s)	

If you have specified mitigations as part of the assessment, now consider reviewing the impact severity/risk assessment.

For all characteristics marked as either having a positive impact please explain why in table 5.

Table 5 Consideration of and explanation for positive impacts

Protected characteristic	Brief explanation of why this has been assessed as having positive impact
Age	This proposal may have a positive impact on older people as growth in the service will likely mean an increase in its use of volunteers.

Further actions and recommendations to consider:

- If neutral or low negative impacts have been carefully considered and identified correctly, the activity is likely to proceed.
- If medium negative or high negative have been identified:
 - The policy, service review, scheme or practice may be paused or stopped
 - The policy, service review, scheme or practice can be changed to remove, reduce or mitigate against the negative impacts.
 - Consider undertaking consultation/re-consulting¹¹.
 - If all options have been considered carefully and there are no other proportionate ways to remove, reduce, or mitigate - explain and justify reasons why in the assessment.
 - Carry out a subsequent impact severity assessment following mitigating actions.

Box 1

Please set out any additional information which you think is relevant to this impact assessment:

Box 2

If appropriate, (i.e., it is immediately evident that a full EIA is not necessary) please provide a short succinct assessment to show that due regard has been given and that there is no requirement for a full EIA:

Universal Services

Name of SP25 proposal:	SP25 Proposal Reference:
Traffic & Safety & Rural Parking	<i>EIA - US15</i> Universal Services

EIA writer(s) and authoriser

No.		Name	Department	Position	Email address	Phone number	Date	Issue
1	Report Writer(s)	Patrick Poyntz-Wright	Universal Services	Capital and Democratic Services Manager			30/08/2023	2
2	EIA authoriser	Patrick Blogg	Universal Services	Director of Universal Services			06/09/2023	2
3	EIA Coordinator	Patrick Poyntz-Wright	Universal Services	Capital and Democratic Services Manager			06/09/2023	2

Section one – information about the service and service change

Service affected	Highways and Countryside Parking Services
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<p>Please provide a short description of the service / policy/project/project phase</p>	<p>The County Council administers a county-wide on-street parking service to help deliver its statutory highways maintenance, safety, and traffic management functions. In delivering these functions, the County Council incurs various costs. Charges and penalty notices are issued for on-street parking on a cost neutral basis to help meet these costs as well as to deliver the parking service itself.</p> <p>The County Council also provides off-street parking facilities at some locations, e.g. to enable residents to access countryside sites. At present, many of these are available for use free of charge despite ongoing maintenance costs being incurred by the County Council.</p>
<p>Please explain the new/changed service/policy/project</p>	<p>Potential changes could include:</p> <ul style="list-style-type: none"> • Review of parking charges at existing locations, including increased charges to the public; • Introduction of on-street parking charges in new locations; • Introduction of new charges or donation schemes for parking at existing off-street and countryside locations; • Possible addition of new off-street parking facilities in specific locations; • Revised approaches to administration and charging to improve efficiency and cut costs.

Engagement and consultation

The County Council's *Making the Most of your money budget* consultation (2024-2026) sought residents' and stakeholders' views on strategic options for funding the Authority's budget gap. Where applicable, detailed proposals for making savings will be subject to further, more detailed 'stage two' consultation before any decisions on service specific changes are made.

Has any pre-consultation engagement been carried out?

Describe the consultation or engagement you have performed or are intending to perform.

Describe who was engaged or consulted. What was the outcome of the activity and how have the results influenced what you are doing? If no consultation or engagement is planned, please explain why.

Further consultation will be carried out on specific proposals. Any changes to traffic regulations are subject to the Traffic Order process and therefore formal consultation will be undertaken on a scheme specific basis. Further, Stage 2 public consultation may be required and will be undertaken where necessary for countryside parking.

Section two: Assessment

Carefully and consciously consider the impacts of the proposed change.

Consider at this point whether the assessment is of impacts on staff or service users. If it is both the impacts may be contradictory for each group (negative for staff but positive for customers, or vice versa). Consider completing two assessment tables (one for staff and one for customers) and providing one equality statement for both groups.

If the proposed change is expected to have a positive, neutral (no impact) or negative (low, medium or high) impact on people in protected characteristics groups or those who may be impacted by poverty or rurality. Indicate the impact by entering the risk score in the relevant column in the table below.

If an overview assessment of due regard is appropriate, please go to box 2.

Table 1 Impact Assessment [add ✓ to relevant boxes)

Protected characteristic	Positive	Neutral	Negative - low	Negative - Medium	Negative - High	Affects staff, public or both?
Age		✓				
Disability		✓				
Gender reassignment		✓				
Pregnancy and maternity		✓				
Race		✓				
Religion or belief		✓				
Sex		✓				
Sexual orientation		✓				
Marriage & civil partnership		✓				
Poverty			✓			
Rurality			✓			

Table 2 Geographical impact

Does the proposal impact on a specific area? Consider the [demographic data](#) of the locations.

Area	Yes / no
All Hampshire	✓
Basingstoke and Deane	
East Hampshire	
Eastleigh	
Fareham	
Gosport	
Hart	
Havant	
New Forest	
Rushmoor	
Test Valley	

Winchester	
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Section three: Equality Statement

For all characteristics marked as either having a neutral or low negative impact, challenge your assessment - carefully consider the protected characteristics, if necessary, review the Inclusion and Diversity eLearning, discuss with an EIA co-ordinator.

Table 3 Consideration of and explanation for neutral or low negative impacts

Protected characteristic	Brief explanation of why this has been assessed as having neutral or low negative impact
Poverty and Rurality – Low Negative	<p>Motorists may need to pay for parking on more roads that are part of Hampshire’s highway network, or they may need to pay more to park at existing locations where charges already apply. This could also include County Council controlled off-street sites in some rural locations. This could have a disproportionate impact on poorer people who are less able to afford charges.</p> <p>People living in rural areas may be more car dependent and therefore more likely to have to pay for parking in certain locations.</p>
Other – Neutral	No specific impact on other protected characteristics has been identified. Further consultation will be carried out on proposals. Any changes to traffic regulations are subject to the Traffic Order process and therefore formal consultation will be undertaken on a scheme specific basis.

For all characteristics marked as either having a ‘medium negative’ or ‘high negative’, please complete table 4:

Table 4 Explanation and mitigation for medium and high impacts

Protected characteristic	Brief explanation of why this has been assessed as having medium or high negative impact	Is there a Geographical impact? If so, please explain - use list above to identify geographical area(s)	Short explanation of mitigating actions

If you have specified mitigations as part of the assessment, now consider reviewing the impact severity/risk assessment.

For all characteristics marked as either having a positive impact please explain why in table 5.

Table 5 Consideration of and explanation for positive impacts

Protected characteristic	Brief explanation of why this has been assessed as having positive impact

Further actions and recommendations to consider:

- If neutral or low negative impacts have been carefully considered and identified correctly, the activity is likely to proceed.
- If medium negative or high negative have been identified:
 - The policy, service review, scheme or practice may be paused or stopped
 - The policy, service review, scheme or practice can be changed to remove, reduce or mitigate against the negative impacts.

- Consider undertaking consultation/re-consulting¹².
- If all options have been considered carefully and there are no other proportionate ways to remove, reduce, or mitigate - explain and justify reasons why in the assessment.
- Carry out a subsequent impact severity assessment following mitigating actions.

Box 1

Please set out any additional information which you think is relevant to this impact assessment:

Box 2

If appropriate, (i.e., it is immediately evident that a full EIA is not necessary) please provide a short succinct assessment to show that due regard has been given and that there is no requirement for a full EIA:

Universal Services

Name of SP25 proposal:	SP25 Proposal Reference:
Cross Directorate Organisational Redesign	EIA -US17 Universal Services

EIA writer(s) and authoriser

No.		Name	Department	Position	Email address	Phone number	Date	Issue
1	Report Writer(s)	Patrick Poyntz-Wright	Universal Services	Capital and Democratic Services			30/08/2023	2
2	EIA authoriser	Patrick Blogg	Universal services	Director – Universal Services			06/09/2023	2
3	EIA Coordinator	Patrick Poyntz-Wright	Universal Services	Capital and Democratic Services			06/09/2023	2

Section one – information about the service and service change

Service affected	Universal Services
Please provide a short description of the service / policy/project/project phase	The Universal Services Directorate provides a wide range of services affecting every resident in Hampshire, including Highways Maintenance, Transport Development, Property and Business Development, Recreation and Information and Business Services, Waste Management, and Environmental Services.

Please explain the new/changed service/policy/project

The proposal is to review all the directorate's branches, to achieve further savings from streamlining services, the removal of non-statutory services that cannot be funded through income generation, and efficiencies from service synergies afforded following the corporate restructure.

As this is a proposal and the review has not commenced, it is not yet possible to describe how the functional areas might be structured or operate differently in the future. Through the course of the project, options will be developed which may include:

- Some functions ending or reducing in scope
- Some functions increasing in priority or emphasis
- Different groupings of services within the overall directorate structure
- Different operating models and ways of working
- Embedding of current functions and responsibilities elsewhere in the Directorate or wider organisation

Until final proposals have been fully scoped, it is not possible to state the impact on the public or staff, but this EIA will be regularly updated as proposals develop.

Engagement and consultation

The County Council's *Making the Most of your money budget* consultation (2024-2026) sought residents' and stakeholders' views on strategic options for funding the Authority's budget gap. Where applicable, detailed proposals for making savings will be subject to further, more detailed 'stage two' consultation before any decisions on service specific changes are made.

Has any pre-consultation engagement been carried out?

Staff are regularly kept up to date and given opportunities to discuss developments through staff briefings and other communications. Should contractual changes and/or redundancies become necessary, a subsequent EIA will be undertaken. Furthermore, HR policies and procedures will be applied in accordance with our statutory obligations.

Describe the consultation or engagement you have performed or are intending to perform.

Describe who was engaged or consulted. What was the outcome of the activity and how have the results influenced what you are doing? If no consultation or engagement is planned, please explain why.

Staff are regularly kept up to date and given opportunities to discuss developments through staff briefings and other communications. Should contractual changes and/or redundancies become necessary, a subsequent EIA will be undertaken. Furthermore, HR policies and procedures will be applied in accordance with our statutory obligations.

Section two: Assessment

Carefully and consciously consider the impacts of the proposed change.

Consider at this point whether the assessment is of impacts on staff or service users. If it is both the impacts may be contradictory for each group (negative for staff but positive for customers, or vice versa). Consider completing two assessment tables (one for staff and one for customers) and providing one equality statement for both groups.

If the proposed change is expected to have a positive, neutral (no impact) or negative (low, medium or high) impact on people in protected characteristics groups or those who may be impacted by poverty or rurality. Indicate the impact by entering the risk score in the relevant column in the table below.

If an overview assessment of due regard is appropriate, please go to box 2.

Table 1 Impact Assessment [add ✓ to relevant boxes)é

Protected characteristic	Positive	Neutral	Negative - low	Negative - Medium	Negative - High	Affects staff, public or both?
Age		✓				Both

Disability		✓				Both
Gender reassignment		✓				Both
Pregnancy and maternity		✓				Both
Race		✓				Both
Religion or belief		✓				Both
Sex		✓				Both
Sexual orientation		✓				Both
Marriage & civil partnership		✓				Both
Poverty		✓				Both
Rurality		✓				Both

Table 2 Geographical impact

Does the proposal impact on a specific area? Consider the [demographic data](#) of the locations.

Area	Yes / no
All Hampshire	✓
Basingstoke and Deane	
East Hampshire	
Eastleigh	
Fareham	
Gosport	
Hart	
Havant	
New Forest	
Rushmoor	
Test Valley	
Winchester	

Section three: Equality Statement

For all characteristics marked as either having a neutral or low negative impact, challenge your assessment - carefully consider the protected characteristics, if necessary, review the Inclusion and Diversity eLearning, discuss with an EIA co-ordinator.

Table 3 Consideration of and explanation for neutral or low negative impacts

Protected characteristic	Brief explanation of why this has been assessed as having neutral or low negative impact
All	<p>NEUTRAL: Various services could be affected by this review, with potential impacts on quality and accessibility. In addition, specific teams may be affected by reductions in establishment head count and the need to change or adjust service delivery to realise efficiencies. Where possible, impacts will be mitigated, for example by realising staff savings through vacancy management, not replacing leavers, etc.</p> <p>Specific impacts on staff and service users alike have yet to be identified and so current known impact has been assessed as neutral, with no disproportionate impacts on any protected characteristics. However, impacts will be further assessed as proposals develop, and where impacts are identified these will be mitigated as far as possible and highlighted to decision makers.</p>

For all characteristics marked as either having a 'medium negative' or 'high negative', please complete table 4:

Table 4 Explanation and mitigation for medium and high impacts

Protected characteristic	Brief explanation of why this has been assessed as having	Is there a Geographical impact? If so, please explain - use list above to	Short explanation of mitigating actions
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	medium or high negative impact	identify geographical area(s)	

If you have specified mitigations as part of the assessment, now consider reviewing the impact severity/risk assessment.

For all characteristics marked as either having a positive impact please explain why in table 5.

Table 5 Consideration of and explanation for positive impacts

Protected characteristic	Brief explanation of why this has been assessed as having positive impact

Further actions and recommendations to consider:

- If neutral or low negative impacts have been carefully considered and identified correctly, the activity is likely to proceed.
- If medium negative or high negative have been identified:
 - The policy, service review, scheme or practice may be paused or stopped
 - The policy, service review, scheme or practice can be changed to remove, reduce or mitigate against the negative impacts.
 - Consider undertaking consultation/re-consulting¹³.
 - If all options have been considered carefully and there are no other proportionate ways to remove, reduce, or mitigate - explain and justify reasons why in the assessment.

- Carry out a subsequent impact severity assessment following mitigating actions.

Box 1

Please set out any additional information which you think is relevant to this impact assessment:

Box 2

If appropriate, (i.e., it is immediately evident that a full EIA is not necessary) please provide a short succinct assessment to show that due regard has been given and that there is no requirement for a full EIA:

Universal Services

Name of SP25 proposal: Highways Winter Service	SP25 Proposal Reference: <i>EIA – US18</i> Universal Services
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EIA writer(s) and authoriser

No.		Name	Department	Position	Email address	Phone number	Date	Issue
1	Report Writer(s)	Patrick Poyntz-Wright	Universal Services	Capital and Democratic Services Manager			30/08/2023	2
2	EIA authoriser	Patrick Blogg	Universal Services	Director – Universal Services			06/09/2023	2
3	EIA Coordinator	Patrick Poyntz-Wright	Universal Services	Capital and Democratic Services Manager			06/09/2023	2

Section one – information about the service and service change

Service affected	Highways Winter Maintenance
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<p>Please provide a short description of the service / policy/project/project phase</p>	<p>The County Council works closely with its highway service provider to look after Hampshire's 5,500 miles of roads and associated assets during the winter period (1st October – 30th April). The County Council, as the Highway Authority, is required to take all reasonable and practical steps to keep the highway network clear of snow and ice. To discharge this duty our winter service includes salting and snow clearance during the winter season on prioritised routes which are largely based on road category, usage and strategic importance.</p>
<p>Please explain the new/changed service/policy/project</p>	<p>Changes to the provision of highway winter services could be sought by a review of the winter service provision against statutory requirements, which may include:</p> <ul style="list-style-type: none"> • reviewing and updating the network of roads currently treated with precautionary salting on a routine basis in advance of forecast freezing conditions; • reviewing and updating the network of roads currently treated during prolonged freezing periods; • reviewing and updating other treatment routes, e.g. community routes (routes to schools and community facilities outside of the prioritised network) to ensure they continue to meet the defined criteria for treatment; • working with our service provider to identify further business efficiencies, e.g. removing unused roadside grit bins and seeking new innovations that can result in reduced costs i.e. potentially introducing individual 'route-based forecasting' to reduce overall salt usage and fuel costs.

Engagement and consultation

The County Council's *Making the Most of your money budget* consultation (2024-2026) sought residents' and stakeholders' views on strategic options for funding the Authority's budget gap. Where applicable, detailed proposals for making savings will be subject to further, more detailed 'stage two' consultation before any decisions on service specific changes are made.

Has any pre-consultation engagement been carried out?

Describe the consultation or engagement you have performed or are intending to perform.

Describe who was engaged or consulted. What was the outcome of the activity and how have the results influenced what you are doing? If no consultation or engagement is planned, please explain why.

A stage 2 public consultation is planned for early 2024.

Section two: Assessment

Carefully and consciously consider the impacts of the proposed change.

Consider at this point whether the assessment is of impacts on staff or service users. If it is both the impacts may be contradictory for each group (negative for staff but positive for customers, or vice versa). Consider completing two assessment tables (one for staff and one for customers) and providing one equality statement for both groups.

If the proposed change is expected to have a positive, neutral (no impact) or negative (low, medium or high) impact on people in protected characteristics groups or those who may be impacted by poverty or rurality. Indicate the impact by entering the risk score in the relevant column in the table below.

If an overview assessment of due regard is appropriate, please go to box 2.

Table 1 Impact Assessment [add ✓ to relevant boxes)

Protected characteristic	Positive	Neutral	Negative - low	Negative - Medium	Negative - High	Affects staff, public or both?
Age			✓			Public
Disability			✓			Public
Gender reassignment		✓				Public
Pregnancy and maternity		✓				Public
Race		✓				Public
Religion or belief		✓				Public
Sex			✓			Public
Sexual orientation		✓				Public
Marriage & civil partnership		✓				Public
Poverty		✓				Public

Rurality			✓			Public
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Table 2 Geographical impact

Does the proposal impact on a specific area? Consider the [demographic data](#) of the locations.

Area	Yes / no
All Hampshire	✓
Basingstoke and Deane	
East Hampshire	
Eastleigh	
Fareham	
Gosport	
Hart	
Havant	

New Forest	
Rushmoor	
Test Valley	
Winchester	

Section three: Equality Statement

For all characteristics marked as either having a neutral or low negative impact, challenge your assessment - carefully consider the protected characteristics, if necessary, review the Inclusion and Diversity eLearning, discuss with an EIA co-ordinator.

Table 3 Consideration of and explanation for neutral or low negative impacts

Protected characteristic	Brief explanation of why this has been assessed as having neutral or low negative impact
Age, Disability, Sex, and Rurality	<p>A Low Negative impact has been identified for these characteristics as follows:</p> <p>Older people and people with disabilities could find it particularly difficult to negotiate untreated roads and sections of footway on foot.</p> <p>Younger and older people could be particularly disadvantaged by the inaccessibility of schools and community centres.</p> <p>As national statistics show that circa 75% of teachers in state funded schools are women, they are more likely to experience difficulties accessing schools during winter weather.</p>

	Roads in urban areas are more likely to be prioritised for treatment than those in rural areas, thus disadvantaging some rural road users.
Other	NEUTRAL: It is not anticipated that the impacts of this change will disproportionately affect other protected characteristics.

For all characteristics marked as either having a 'medium negative' or 'high negative', please complete table 4:

Table 4 Explanation and mitigation for medium and high impacts

Protected characteristic	Brief explanation of why this has been assessed as having medium or high negative impact	Is there a Geographical impact? If so, please explain - use list above to identify geographical area(s)	Short explanation of mitigating actions

If you have specified mitigations as part of the assessment, now consider reviewing the impact severity/risk assessment.

For all characteristics marked as either having a positive impact please explain why in table 5.

Table 5 Consideration of and explanation for positive impacts

Protected characteristic	Brief explanation of why this has been assessed as having positive impact
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Further actions and recommendations to consider:

- If neutral or low negative impacts have been carefully considered and identified correctly, the activity is likely to proceed.
- If medium negative or high negative have been identified:
 - The policy, service review, scheme or practice may be paused or stopped
 - The policy, service review, scheme or practice can be changed to remove, reduce or mitigate against the negative impacts.
 - Consider undertaking consultation/re-consulting¹⁴.
 - If all options have been considered carefully and there are no other proportionate ways to remove, reduce, or mitigate - explain and justify reasons why in the assessment.
 - Carry out a subsequent impact severity assessment following mitigating actions.

Box 1

Please set out any additional information which you think is relevant to this impact assessment:

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Box 2

If appropriate, (i.e., it is immediately evident that a full EIA is not necessary) please provide a short succinct assessment to show that due regard has been given and that there is no requirement for a full EIA:

Universal Services

Name of SP25 proposal:	SP25 Proposal Reference:
Property Services	EIA – US19 Universal Services

EIA writer(s) and authoriser

No.		Name	Department	Position	Email address	Phone number	Date	Issue
1	Report Writer(s)	John Cantwell	Universal Services	Senior Delivery Manager			30/08/2023	2
		Mike Bridgeman		Assistant Director for Property, Business Development, and Transformation				
2	EIA authoriser	Patrick Blogg	Universal Services	Director of Universal Services			06/09/2023	2
3	EIA Coordinator	Patrick Poyntz-Wright	Universal Services	Capital and Democratic Services Manager			06/09/2023	2

Section one – information about the service and service change

Service affected	Property Services
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<p>Please provide a short description of the service / policy/project/project phase</p>	<p>Hampshire County Council Property Services are commissioned to carry out viability and feasibility studies to test proposals for potential Capital investment to existing or new built assets for internal client directorates. The studies evaluate the time, cost and quality aspects of the proposals to support business cases and funding bids. This work is funded corporately by Hampshire County Council.</p>
<p>Please explain the new/changed service/policy/project</p>	<p>The proposal is to streamline the feasibility activity to reduce the annual spend through the implementation of new controls on commissioning, and management of feasibility work with internal client directorates.</p>

Engagement and consultation

The County Council's *Making the Most of your money budget* consultation (2024-2026) will seek residents' and stakeholders' views on strategic options for funding the Authority's budget gap. Where applicable, detailed proposals for making savings will be subject to further, more detailed 'stage two' consultation before any decisions on service specific changes are made.

Has any pre-consultation engagement been carried out?

No

Describe the consultation or engagement you have performed or are intending to perform.

Describe who was engaged or consulted. What was the outcome of the activity and how have the results influenced what you are doing? If no consultation or engagement is planned, please explain why.

No further consultation planned. The proposal represents a change in working practices and method, which is not anticipated to have any impact on Hampshire County Council Staff or service users.

Section two: Assessment

Carefully and consciously consider the impacts of the proposed change.

Consider at this point whether the assessment is of impacts on staff or service users. If it is both the impacts may be contradictory for each group (negative for staff but positive for customers, or vice versa). Consider completing two assessment tables (one for staff and one for customers) and providing one equality statement for both groups.

If the proposed change is expected to have a positive, neutral (no impact) or negative (low, medium or high) impact on people in protected characteristics groups or those who may be impacted by poverty or rurality. Indicate the impact by entering the risk score in the relevant column in the table below.

If an overview assessment of due regard is appropriate, please go to box 2.

Table 1 Impact Assessment [add ✓ to relevant boxes)

Protected characteristic	Positive	Neutral	Negative - low	Negative - Medium	Negative - High	Affects staff, public or both?
Age		✓				Both

Disability		✓				Both
Gender reassignment		✓				Both
Pregnancy and maternity		✓				Both
Race		✓				Both
Religion or belief		✓				Both
Sex		✓				Both
Sexual orientation		✓				Both
Marriage & civil partnership		✓				Both
Poverty		✓				Both
Rurality		✓				Both

Table 2 Geographical impact

Does the proposal impact on a specific area? Consider the [demographic data](#) of the locations.

Area	Yes / no
All Hampshire	Yes
Basingstoke and Deane	
East Hampshire	
Eastleigh	
Fareham	
Gosport	
Hart	
Havant	
New Forest	
Rushmoor	
Test Valley	
Winchester	

Section three: Equality Statement

For all characteristics marked as either having a neutral or low negative impact, challenge your assessment - carefully consider the protected characteristics, if necessary, review the Inclusion and Diversity eLearning, discuss with an EIA co-ordinator.

Table 3 Consideration of and explanation for neutral or low negative impacts

Protected characteristic	Brief explanation of why this has been assessed as having neutral or low negative impact
All characteristics marked as neutral.	<p>The proposal seeks to reduce spend on feasibility studies by implementing tighter management controls to ensure that studies carried out are proportionate to the likelihood of the opportunity being taken forward.</p> <p>Mechanisms to manage the budget more closely will need to be put in place now that the teams working on them are spread across Universal Services and 2050 directorates.</p> <p>Whilst there is a risk that reduced feasibility activity may create issues later in projects, the tighter controls over what is delivered should cancel out any impacts, and these would not be felt by any particular group, protected or otherwise.</p>

For all characteristics marked as either having a 'medium negative' or 'high negative', please complete table 4:

Table 4 Explanation and mitigation for medium and high impacts

Protected characteristic	Brief explanation of why this has been assessed as having medium or high negative impact	Is there a Geographical impact? If so, please explain - use list above to identify geographical area(s)	Short explanation of mitigating actions

If you have specified mitigations as part of the assessment, now consider reviewing the impact severity/risk assessment.

For all characteristics marked as either having a positive impact please explain why in table 5.

Table 5 Consideration of and explanation for positive impacts

Protected characteristic	Brief explanation of why this has been assessed as having positive impact

Further actions and recommendations to consider:

- If neutral or low negative impacts have been carefully considered and identified correctly, the activity is likely to proceed.
 - If medium negative or high negative have been identified:
 - The policy, service review, scheme or practice may be paused or stopped
 - The policy, service review, scheme or practice can be changed to remove, reduce or mitigate against the negative impacts.
 - Consider undertaking consultation/re-consulting¹⁵.
 - If all options have been considered carefully and there are no other proportionate ways to remove, reduce, or mitigate - explain and justify reasons why in the assessment.
 - Carry out a subsequent impact severity assessment following mitigating actions.
-

Box 1

Please set out any additional information which you think is relevant to this impact assessment:

Box 2

If appropriate, (i.e., it is immediately evident that a full EIA is not necessary) please provide a short succinct assessment to show that due regard has been given and that there is no requirement for a full EIA:

The proposal seeks to reduce spend on feasibility studies by implementing tighter management controls to ensure that studies carried out are proportionate to the likelihood of the opportunity being taken forward.

Mechanisms to manage the budget more closely will need to be put in place now that the teams working on them are spread across Universal Services and 2050 directorates.

Whilst there is a risk that reduced feasibility activity may create issues later in projects, the tighter controls over what is delivered should cancel out any impacts, and these would not be felt by any particular group, protected or otherwise.

***'Making the most of your money'* public consultation feedback**

1. The County Council undertook an open public consultation *'Making the most of your money'* which ran for six weeks from 12 June to 23 July 2023. The consultation was promoted to residents and stakeholders through a range of online and offline channels including, but not limited to: the County Council's website, social media channels, Hampshire Perspectives residents' forum and Your Hampshire e-newsletter; in County Council libraries and buildings, at bus stops, and on electronic noticeboards, in countryside parks and Hampshire County Council care settings; via media releases to the local TV, radio and written press; via targeted social media advertising; via direct mail contact, and the Leader's Stakeholder (email) newsletter – between which cover a wide range of individuals, groups and organisations across Hampshire (such as Hampshire MPs, district and parish councils, businesses and the education sector, voluntary and community sector groups and organisations, and service providers), which promoted onward dissemination, as well as response. Information Packs and Response Forms were available on-line and in hard copy as standard and Easy Read, with other formats available on request, and a short animation was produced to help people understand the financial context. Comments could also be submitted via email or by letter, and comments on County Council corporate social media posts were also taken into account.

The consultation sought residents' and stakeholders' views on a range of proposals that could contribute towards meeting the expected revenue budget shortfall by 2025, as well as the potential impact on residents of the proposals being considered, and any suggestions not yet considered by the County Council. The consultation explained that given the considerable size of the estimated budget gap by 2025 of £132m, it was likely a combination of the potential options being considered would be needed, given the limited ability the County Council has to generate income and the need to continue to deliver statutory service obligations. For example, the Information Pack illustrated the amount of savings that would still be required even if council tax was increased by up to 10%.

The options were:

- Lobbying central government for legislative change;
- Using the County Council's reserves;
- Generating additional income;
- Introducing and increasing charges for some services;
- Reducing and changing services;
- Increasing council tax; and
- Changing local government arrangements in Hampshire.

Information on each of the above approaches was provided in an Information Pack. This set out the limitations for the County Council of each option, if taken in isolation, to achieving required savings. For example, supporting information explained that the £132m estimated budget shortfall took into account an assumed increase council tax of 4.99%, of which 2% must be spent on adult social care services. The Pack also explained that if central government were to support changing local government arrangements in Hampshire, savings would still take several years to be realised. Residents were similarly made aware that the use of the County Council's reserves (which are retained for service investment and to help manage financial risk) would not provide a sustainable solution to address ongoing financial pressures. The Pack further explained that if these were used to meet service delivery these would be used up very quickly, and so only temporarily delaying the point at which other savings would need to be found.

Therefore, whilst each option offers a valid way of contributing in-part to meeting the budget shortfall, addressing the estimated £132m gap would inevitably require a combination of approaches.

A total of 2,935 responses were received to the consultation – 2,806 via the provided Response Forms and 129 as unstructured responses through email, letter and social media.

The key findings from consultation feedback are as follows:

- Agreement that the County Council should carry on with its **financial strategy** now stands at 60%, compared with 45% in 2021, 52% in 2019, and 65% in 2017. This involves targeting resources on the most vulnerable people; planning ahead to secure savings early and enable investment in more efficient ways of working; and the careful use of reserves to temporarily help address funding gaps and plug additional demand pressures (e.g. for social care).
- The data suggests that respondents are concerned about the implications of further service changes and charges and increasingly feel that the solution lies with **central government**.
- Both data and verbatim comments indicate the respondents want the County Council to continue to **lobby central government** for a longer-term funding solution for local government, and to allow additional charging in a number of areas:
 - 90% agreed with lobbying for additional funding to deliver social care services for adults and children.
 - 83% agreed profit margins for providers of children's homes should be capped.
 - 81% agreed the underlying funding model for county councils should change

- 81% agreed that there should be national consistency in the approach to residential placement fees for children’s social care.
 - 79% agreed that there should be an increase in central government funding for highway maintenance and major road and structural repairs.
 - 78% agreed that there should national rules on engagement of agency resource to support children’s social work.
 - 75% agreed to enable local circumstances to be taken in to account when determining adult social care provision.
 - 68% agreed to allow a move to locally devised policies and means testing for Home to School Transport.
 - 66% agreed that a review should be undertaken of the range of statutory functions that must be carried by qualified social workers.
 - 59% agreed to allow for a deferred payment option for adults’ domiciliary (home) care provision.
 - 55% agreed that a small charge should be applied to concessionary travel.
 - 52% agreed that a fee should be charged for issuing an Older Person’s Bus Pass.
 - 48% agreed that there should be greater council tax setting freedoms (29% disagreed, with the remainder neither agreeing nor disagreeing).
- However, there were exceptions, namely that:
 - Most respondents (68%) did not agree that a nominal fee should be charged for using household waste recycling centres.
 - The majority of respondents agreed that the County Council should explore:
 - Changing services to support achievement of savings (69% of respondents).
 - The possibility of changing local government arrangements for Hampshire (62% of respondents).
 - Increasing existing charges for services (54% of respondents).
 - The majority of respondents disagreed with the proposal to reduce services (63% disagreed vs 23% who agreed).
 - Opinion was divided on the use of reserves and the introduction of new service charges:
 - 45% agreed that reserves should not be used, vs 42% who disagreed.
 - 47% agreed that new service charges for currently free services should be introduced, vs 42% who disagreed.
 - 46% of respondents’ first preference was for the County Council to raise **Council Tax** by less than 4.99%. This compared to 38% of respondents whose first choice was to raise council tax by 4.99% and 18% who would choose an increase of more than 4.99%.

- Suggestions were made by respondents for generating additional income, including making money from unused buildings and land, introduction of charges to service users, selling services to other organisations, and parking charges. Other suggested for alternatives to the budget options presented included improving council efficiency, reducing expenditure, and prioritising spending where it was most needed.
- Just under half of respondents (48%) specified impacts that they felt would arise should the County Council continue with its financial strategy and approve the proposed options. Almost half of these related to financial impacts on household budgets, both due to potential increases in Council Tax (25%) and rising service charges (11%), alongside the broader financial impacts or rises in the cost of living (12%) and other ongoing day-to-day costs (2%).
- More generally, 36% of respondents considered that the proposals would impact on the level of service provided, with particular mention made to service reduction, worsening road conditions, and rising service demand. Social impacts, including poorer mental wellbeing and physical health, as well as a reduced quality of life were also referenced by 19% of respondents.
- Just under half of respondents felt that impacts could arise for the protected equalities characteristic of age (49%), with further impacts on poverty (35%), disability (34%), and rurality (25%) also commonly mentioned. The potential environmental impacts were also noted in around a third of the comments submitted (31%).
- The 129 unstructured responses to the consultation, submitted via letter / email or on social media, primarily focussed on the perceived impacts of the proposals, stating concern about reductions to services and potential impacts on vulnerable groups, and the financial impact on other organisations, but recognising the budgetary pressures and the need to reduce some services. A smaller number of respondents noted that services were underfunded, and the need to lobby central government for additional funding.

HAMPSHIRE COUNTY COUNCIL

Decision Report

Decision Maker:	Executive Lead Member for Universal Services
Date:	18 September 2023
Title:	Future Ownership and Maintenance of Bus Shelters
Report From:	Director of Universal Services

Contact name: Aida Miralles

Email: Aida.miralles@hants.gov.uk

Purpose of this Report

1. This report highlights that Hampshire County Council, as the Highway Authority, proposes to accept responsibility for the provision and maintenance of bus shelters in areas where district and borough councils have confirmed they no longer intend to maintain shelters that have hitherto been their responsibility, and which in the absence of maintenance arrangements would have to be removed from the public highway for safety purposes.
2. Initially this will apply to the Rushmoor, Gosport and Hart Borough/District Council areas. This will increase the portfolio of bus shelter assets that the County Council will manage, with the expectation that income can be secured from advertising to cover all maintenance and associated costs.
3. This report also seeks approval to procure, spend and enter contractual arrangements with a third-party provider to secure additional income through advertising on bus shelters to ensure the continued provision of this essential infrastructure.

Recommendations

4. That the Executive Lead Member for Universal Services notes the imminent expiry of third-party management arrangements for bus shelters for Rushmoor, Gosport and Hart borough/district councils and gives approval for the County Council as Highway Authority to accept the responsibility of maintenance for these shelters for the use of the travelling public.
5. That the Executive Lead Member for Universal Services delegates authority to the Director of Universal Services in consultation with the Head of Legal Services to make arrangements via contracts, licences, or otherwise for the transfer of ownership and maintenance liability for bus shelters from district and borough councils and to permit the continued presence of third party bus shelters on the public highway.
6. That the Executive Lead Member for Universal Services gives authority to procure, spend and enter into contractual arrangements with a third-party provider for the provision and maintenance of bus shelters in key areas across

Hampshire up to a value of £50,000 per annum, and to use any share of advertising revenue generated to offset maintenance costs for any bus shelters that the Highway Authority remains responsible for.

Executive Summary

7. The proposals within this report are to accept responsibility for the provision and maintenance of bus shelters where district and borough councils have an expired contractual agreement with third parties and have confirmed their intention no longer to proceed with those contractual arrangements.
8. The County Council has the option of not assuming responsibility for bus shelters the district and borough councils no longer wish to maintain, but the shelters in question would then need to be removed from the public highway. However, given the importance of these shelters to bus services and the travelling public, it is proposed that the County Council accepts the provision and maintenance responsibility, and seeks to explore arrangements with third parties for advertising on the shelters.
9. Improving the contractual arrangements and financial management of the shelters gives the County Council an opportunity to make improvements to the service by generating income. This can be ran more efficiently across the larger county area than in any one district, and economies of scale can help improve outcomes for the public.
10. External research has been undertaken, including engagement with other local authorities such as Devon County Council and Plymouth City Council, to better understand their approach (and success) in developing advertising income from their bus shelters. This research suggests that there is a likely income stream from advertising that will potentially cover maintenance costs in full. Currently, there is no budget specifically allocated to cover the maintenance of shelters and therefore costs will need to be met from within existing budgets until the additional income from advertising is secured.

Contextual information

11. Across the County there are 9,000 bus stops, of which 2,197 have bus shelters. There are three models of ownership as indicated below.
12. Out of the 2,197 bus shelters 1,672 are owned and maintained by district, borough, city, town and parish councils (further details provided in the table below).
13. 86 shelters are owned and maintained by Hampshire County Council. In most cases, these are shelters where historic ownership was unclear and therefore it was in the public interest for the County Council to accept ownership to ensure the continued provision of these shelters. The January 2021 decision report on the “Framework Agreement for Bus Stop and Bus Shelter Infrastructure” provides further details of the audit planned across Hampshire to analyse the Health & Safety measures of all shelters and identify if any of them were outside public ownership.

14. The remaining 439 bus shelters are owned and maintained by Clear Channel UK Limited Agency, a third-party organisation who generate income from some of these shelters through advertising. Clear Channel have entered into individual contractual arrangements with several other local authorities in Hampshire. These contracts enable them to install, manage and maintain these 439 bus shelters across Hampshire. These shelters comprise 340 shelters with advertising panels and 99 shelters without advertising (further details are included in the table below).
15. The table below provides the details of the total number of bus shelters across all local authorities in Hampshire, including the current contractual agreement status. Column 1 indicates the number of bus shelters owned by each district/borough. Column 2 indicates the numbers in each district/borough area owned by Clear Channel, either with or without current advertising arrangements. Column 3 indicates the agreement status between Clear Channel and the district/borough for the presence of the shelters on the public highway and the right to advertise.

1		2		3
<i>Local Council owned shelters</i>		<i>Clear Channel owned Shelters</i>		<i>Clear Channel Agreement Status</i>
<i>Local Council</i>	<i>No. of Owned Shelters</i>	<i>No. of Clear Channel Advertising</i>	<i>No. of Clear Channel Non-Advertising</i>	<i>Contract Status</i>
Winchester City Council	233	19	4	Live
Test Valley BC	186	0	0	No agreement in place
Basingstoke & Deane BC	251	47	54	Live
Hart DC	29	46	8	Contract expired
Hampshire CC	86	12	0	Contract expired
Rushmoor BC	41	37	0	Contract expired
Eastleigh BC	177	44	2	Contract expired
Havant BC	205	45	2	Contract expired
Ringwood TC	0	4	0	Contract expired
Totton TC	0	28	7	Contract expired
Hythe & Dibden PC	0	1	3	Contract expired
Marchwood PC	0	0	9	No contract
Fawley PC	0	7	0	No contract
Fareham BC	158	0	0	No agreement in place
Gosport BC	117	50	10	Contract expired
East Hampshire DC	166	0	0	No agreement in place
New Forest DC	109	0	0	No agreement in place
Total	1758	340	99	

Note: the 86 bus shelters that Hampshire County Council owns across Hampshire are in Basingstoke & Deane, Test Valley, East Hampshire, New Forest, Gosport, Hart, Winchester and Fareham.

16. Rushmoor Borough Council has indicated that it wants to relinquish responsibility for all bus shelters in its area. This includes the 41 shelters that Rushmoor owns and manages and the 37 which have historically been managed through a contractual agreement with Clear Channel. If approved,

Hampshire County Council will own and maintain the 41 Rushmoor shelters. However, the other 37 shelters will continue to be maintained by third-party contractual arrangements, albeit the contract would be with the County Council rather than with Rushmoor Borough Council. Gosport Borough Council has also indicated that it wishes to cease its existing third-party agreement covering 60 shelters in the Borough. This gives the County Council the option to accept responsibility for these and explore the potential for new agreements with third-party providers that seek to cover the maintenance costs for these shelters and secure additional income from a share of the advertising revenue.

17. Hart District Council has also indicated that it wishes to cease its existing third-party agreement covering 54 shelters in the district. This will also be an option for the County Council to accept responsibility and explore potential new agreements with third-parties.
18. The County Council, as the Highway Authority, has a statutory obligation to ensure that all infrastructure on the public highway is safe and maintained to an adequate standard.
19. An almost three-fold increase in bus shelters would provide Hampshire County Council with an opportunity to secure a moderate amount of advertising revenue, to contribute towards the ongoing maintenance costs.
20. There is also the potential that other local authorities in Hampshire will relinquish their bus shelter arrangements when existing contracts expire over the next 1-3 years. Therefore, should the proposals in this report be approved, it is likely that the portfolio of bus shelters that the County Council is responsible for will grow further with new advertising opportunities. This will provide Hampshire County Council with an opportunity to provide an economy of scale across the whole county.

Finance

21. Of the total 192 bus shelters proposed to be taken on by the County Council, 41 have been directly maintained by the District and Borough Councils (all 41 within Rushmoor Borough Council), with the remaining 151 shelters (37 in Rushmoor, 60 in Gosport and 54 in Hart) all maintained via a third-party arrangement.
22. The intention is that the 151 shelters maintained via a third-party arrangement would continue to be managed in this way, with the County Council taking on the direct maintenance of the 41 shelters in Rushmoor to add to the 86 shelters already directly managed by the County Council. There could potentially be minimal maintenance costs for these shelters whilst the new contractual arrangements are set up.
23. The annual cost of maintaining each bus shelter is projected at an average cost of £350. Therefore, the additional cost of maintaining the 41 shelters is projected at £14,350 per annum, increasing the total annual expenditure on what would be 127 bus shelters directly maintained by the County Council to £44,450.

24. Initially it is proposed that this cost will be met from existing budgets, whilst income generating opportunities from advertising are explored, with the expectation that this income would be sufficient to cover the annual maintenance costs and could potentially generate a surplus to be reinvested in improving the bus shelters.
25. The potential income opportunity from taking on responsibility for the bus shelters, including those maintained under third-party arrangements, has been analysed by reference to data from other local authorities. Whilst the actual income achievable by Hampshire County Council will depend on final arrangements and negotiations with third party agencies, the analysis indicates a potential annual income of up to £1,000 per bus shelter with advertising space. This could be based on a fixed fee per shelter, a percentage share of the total revenue, or a combination of the two.
26. As shown in the table above, not all shelters have capacity for advertising, but the 145 shelters with advertising space (46 in Hart, 37 in Rushmoor and 50 in Gosport) could potentially generate an income of up to £145,000 per annum based on the values indicated by this analysis.
27. Should the proposal to take on responsibility for the maintenance of the bus shelters be rejected, there would be some cost involved in removing the bus shelters to ensure public safety and in ensuring that the public highways are safe after the removal. The County Council would seek to recover the costs of removal wherever possible.

Legal

28. The powers to place bus infrastructure, including shelters, on the highway is contained within Section 4 of The Local Government (Miscellaneous Provisions) Act 1953.
29. Section 4 of this Act gives powers to any authority to provide and maintain shelters.
30. The County Council will need to enter into separate agreements with third-party providers to enable them to retain their bus shelters within the highway and any necessary liaison with the districts and borough for the transfer.

Next steps

31. If approved, the County Council will enter into the necessary agreements with third-party agencies to secure the continued provision of bus shelters in the areas detailed within this report.
32. The County Council will then procure an agreement with a third-party agency for the advertising and maintenance of any Council owned shelters.
33. Should the existing third-party agency not be successful in this tendering process, the County Council would expect any existing infrastructure in the areas covered in the tendering process to be removed and replaced by infrastructure which would be owned and maintained by the new supplying agency.

Consultation and Equalities

34. Advertising on bus shelters will be aligned with the County Council's values, which would be included within any Terms & Conditions that would be in place with service providers. The Terms & Conditions included on the new contractual arrangements with a service provider will ensure that advertising and displays are appropriate.
35. Consultation and engagement has been undertaken with Rushmoor, Gosport and Hart Borough/District Councils on this matter and all support the proposed approach.
36. An equality impact assessment has been completed which shows that the impact of this decision is neutral.

Climate Change Impact Assessments & Change Adaptation

37. Hampshire County Council utilises two decision-making tools to assess the carbon emissions and resilience of its projects and decisions. These tools provide a clear, robust, and transparent way of assessing how projects, policies and initiatives contribute towards the County Council's climate change targets of being carbon neutral and resilient to the impacts of a 2°C temperature rise by 2050. This process ensures that climate change considerations are built into everything the Authority does.
38. The tools employed by the County Council to assess impacts on climate change adaptation and mitigation will be considered where applicable. The maintenance of bus related infrastructure encourages the use of public transport which reduces carbon emissions in comparison to the private car. All maintenance works will be carried out with full consideration of the emissions they produce.

Conclusions

39. The approval of the proposals in this report would ensure the continuation of existing infrastructure for bus services in Hampshire. The proposals align with the direction given by Government through the National Bus Strategy and support the Council's objectives with regards to tackling climate change.
40. The authorisation to enter into a contractual arrangement with third parties, will allow the Council to explore financial options for the provision and maintenance of the public service infrastructure.

REQUIRED CORPORATE AND LEGAL INFORMATION:

Links to the Strategic Plan

Hampshire maintains strong and sustainable economic growth and prosperity:	yes
People in Hampshire live safe, healthy and independent lives:	yes
People in Hampshire enjoy a rich and diverse environment:	yes
People in Hampshire enjoy being part of strong, inclusive communities:	yes

Other Significant Links

Links to previous Member decisions:	
<u>Title</u> Framework Agreement for Bus Stop and Bus Shelter Infrastructure-2021-01-14-EMETE Decision Day (hants.gov.uk)	<u>Date</u> 14/01/2021
Direct links to specific legislation or Government Directives	
<u>Title</u>	<u>Date</u>

Section 100 D - Local Government Act 1972 - background documents

The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)

<u>Document</u>	<u>Location</u>
None	

EQUALITIES IMPACT ASSESSMENT:

1. Equality Duty

The County Council has a duty under Section 149 of the Equality Act 2010 ('the Act') to have due regard in the exercise of its functions to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited by or under the Act with regard to the protected characteristics as set out in section 4 of the Act (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation);
- Advance equality of opportunity between persons who share a relevant protected characteristic within section 149(7) of the Act (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation) and those who do not share it;
- Foster good relations between persons who share a relevant protected characteristic within section 149(7) of the Act (see above) and persons who do not share it.

Due regard in this context involves having due regard in particular to:

- The need to remove or minimise disadvantages suffered by persons sharing a relevant characteristic connected to that characteristic.
- Take steps to meet the needs of persons sharing a relevant protected characteristic different from the needs of persons who do not share it.
- Encourage persons sharing a relevant protected characteristic to participate in public life or in any other activity which participation by such persons is disproportionately low.

2. Equalities Impact Assessment:

The proposal for the future ownership and maintenance of bus shelters is not expected to have an impact on any specific protected characteristics, so this decision has been assessed as having a neutral impact. The changes are internal to the contract arrangements with third parties, although it is expected that a county wide service will in time present opportunities for efficiency and improvements for all service users.

The County Council will not run advertising that could be considered socially or politically contentious or that conflicts with the policies, values or statutory obligations (e.g., equalities legislation) of the County Council.

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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HAMPSHIRE COUNTY COUNCIL

Decision Report

Decision Maker:	Executive Member for Countryside and Regulatory Services
Date:	18 September 2023
Title:	Energy Supply Contracts
Report From:	Director of Universal Services

Contact name: Keith Heard

Tel:

Email: Keith.heard@hants.gov.uk

Purpose of this Report

1. The purpose of this report is to seek approval to contract via LASER Energy's new Framework for the supply of electricity and gas for the period April 2025 to March 2029.

Recommendations

2. That approval is given to procure, spend and to enter into any contractual arrangements, for the provision of electricity and gas from the LASER Energy Framework Agreement for the period of April 2025 to March 2029 up to a value of £155 million over four years, of which £11m per annum will be spent on the Hampshire County Council Corporate Estate, to be funded from Directorate Revenue budgets, and the remainder to be spent and funded by external partners including schools.

Executive Summary

3. This report proposes the procurement of electricity and gas for Hampshire County Council, schools, and other partners, through Kent County Council's LASER Framework, which has been put in place for the period from January 2023 to September 2028. The framework provides for a compliant direct award or a mini-competition to be undertaken.
4. The proposal is to make a direct award in relation to the most economically advantageous providers through a call-off contract for a period of approximately 5.5 years as it will cover the 4 years supply from April 2025 to March 2029, and also the 18-month period before this when the electric/gas will be purchased (but not supplied).

5. Hampshire County Council currently purchases its electricity and gas through a Framework arrangement delivered by LASER Energy, the commercial arm of Kent County Council which delivers a range of Energy related Frameworks for the wider Public Sector in the UK.
6. LASER have provided the County Council's energy suppliers since 2016 and have supported a forward purchasing strategy in that time. The decision to continue with LASER was approved by the Executive Member for Policy and Resources in April 2019. Based on the risks of large market movements, a strategy to be more decisive on forward buying was approved by the former Director of Culture, Communities and Business Services on 10th May 2022 under delegated authority.
7. This arrangement allows Hampshire County Council to purchase predicted volumes of electricity and gas for up to three years in advance at the available market price at that time, enabling significant price variations to be managed.
8. Hampshire County Council procures the expected volume of required energy (based on data of past usage) through the Framework suppliers for its own use (Corporate Estate) as well as a wider portfolio, including all Hampshire Schools, some external customers such as academies, as well as other authorities in Hampshire such as Winchester City Council, Test Valley, and New Forest District Council. Schools and external partners are able to access the arrangements via an access agreement and are invoiced directly for their actual usage based on meter readings. The County Council's Energy Team provide cost forecasts from the forward buying strategy but have no contractual responsibility for partner costs.
9. The Hampshire County Council call-off from the existing LASER Energy Framework for the supply of electricity and gas used since October 2020 expires at the end of March 2025. Anticipated volumes to winter 2024 have been procured under the current framework arrangement, but in order for Summer and Winter volumes to be progressively purchased, agreement to a new arrangement is needed at the Decision Day in September 2023. The actual supply period will be from April 2025 to March 2029 but call off will be established following the Decision Day to allow purchasing to commence.
10. The LASER framework has recently been competitively re-tendered for 6 January 2023 - 30 September 2028. The arrangement allows for the County Council to either directly award to the best value suppliers on the framework or to run a further competition. On the basis our existing suppliers are the top scoring framework tenderers, and hence already demonstrate best value, there is no further need for competition, and procurement, purchasing and supply can continue seamlessly, avoiding any other costs. The Framework allows call off for up to one year after the framework expiry, allowing us to call off to March 2029.
11. Other framework arrangements have been reviewed. Whilst price differentiations between framework providers are minimal, LASER have more flexible purchasing options which allow the County Council to align energy purchasing with financial years giving better cost predictability. LASER also have better management structures, reporting, supplier relationship management, and risk management, all of which have enabled our purchasing strategy. Hence, LASER has been selected as the best value framework

provider, and it is proposed to award call off contracts to the best value gas and electricity suppliers.

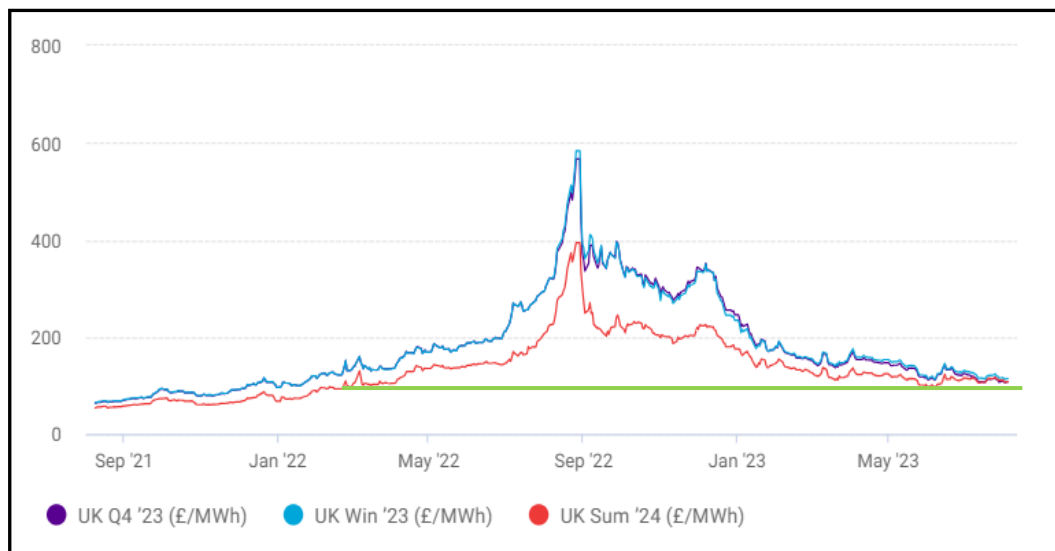
Contextual information

12. Alternative routes to market exist via other Public Buying Organisations such as CCS (Crown Commercial Service) as well as other more regional organisations such as ESPO and NEPO. An analysis of these has shown there to be no cost benefit to changing supplier, and certain disbenefits around flexibility of purchasing arrangements, management support, supplier relationship management, and reporting.
13. LASER have re-procured the framework for 6 January 2023 - 30 September 2028 as a competitive tendering exercise. The arrangement allows customers such as the County Council to direct award to the best value tenders, or to run a further competition. On the basis that our current providers are the best value suppliers for both gas and electricity, there is no requirement for further competition, and the proposed strategy is to direct award to N Power for electricity and Total for gas. This will have the additional efficiency benefits of avoiding time consuming and costly procurement activities, contracting processes, and operational activities to set up the data and systems for the County Council's significant portfolio.
14. LASER Energy's support covers the following services:
 - support in portfolio management (sites coming in and out of the portfolio);
 - delivery of the budgets including preliminary budgets;
 - set up and management of the Hampshire County Council dedicated "volume basket" allowing the County Council to set its autonomous decision-making process with regards to Risk Management Strategy;
 - 2-weekly call with the Energy Team to review the Hampshire County Council Risk Management approach and execution; market trends and outlook.
 - customised Reporting on Risk Management results vs budgets or other benchmark prices;
 - Market Intelligence (regulatory updates, market trends and prices updated etc.); and
 - Management of Suppliers' performance and Supplier Relationship Management.
15. Whilst the current call off contract does not expire until the end of March 2025, best practice purchasing of energy operates on a 1.5 to 2 year forward horizon, and so for us to commence purchase of volume for Summer and Winter 2025, we need approval to spend and to enter into contract with suppliers from the new framework in September 2023.
16. The Risk Management approach currently undertaken aims at mitigating year-on-year inflation for Hampshire County Council and delivering year-on-year savings using a number of Risk Management tools and concepts:

- spreading energy “trades” over time to minimise exposure to high prices and “averaging out” prices over time;
- using an extending buying window (minimum 1.5 years usually) to maximise opportunity to be exposed to “lower” price range of the market;
- decisive and informed decisions based on potential year on year impact of market prices, ability to protect vs volatility and high price risks; and
- use of sell-backs in falling market to minimise theoretical “lost value” for existing trades.

17. The new LASER Energy Framework offers continuity of service, continuity of suppliers (Npower for electricity and TotalEnergies for gas) and dedicated, customised support to Hampshire County Council to continue delivering value and expertise over time.

18. The graph below demonstrates the value of the progressive forward buying strategy for electricity, showing how significantly the market price has moved, and how the progressive strategy adopted by the County Council has meant prices paid averaged out well below market prices. (Demonstrated by the green line showing an average price paid under the existing arrangement for Summer and Winter 2023 of around £100 / MWh). At times during this period, LASER reports have shown that left to market prices, the County Council and partners could have been exposed to costs over three times those actually incurred. There is a similar picture for gas.



19. Although LASER operates (as does the market in general) a strategy of procuring volume in advance, having our own dedicated managed “basket” has allowed us to be more decisive in volume purchase to protect the County Council from rapidly changing market prices and inflation, whilst still being able to sell back some volume when prices fall, to take advantage of better prices.

20. In 2023 / 2024, the approach is expected to lead to avoided costs of some £5m to £6m against purchasing when required for the total estate (the precise figure will be confirmed once all volume is secured, and any further trading

completed). The flexibility within the framework will further support the Hampshire County Council teams to continue developing strategic relationships and investigate new ways of reducing carbon emissions.

Finance

21. Approval is being sought for framework provision of up to £155 million over four years, of which Hampshire County Council's share is c.£11million per annum, with the balance being to cover energy usage by schools and other partners. The £38.75m provision per annum is based upon total current forecast energy usage as shown in the table below plus an allowance for inflation.
22. Hampshire County Council's current annual spend is c.£11million (£9.2million for electricity and £1.8million for gas – see figures shown in blue in table below) of which a large proportion is actual energy wholesale cost. The remaining share of the cost is made up of network charges, taxes and levies, metering and supplier fees. The supplier margins are usually less than 1% of the total spend.
23. Energy use is metered at each individual site, and invoices raised to the Directorates, schools, and partners. Funding is from the Directorate revenue budgets, school budgets, or partner budgets.
24. LASER work with the Energy Team in Hampshire County Council's Universal Services to establish cost forecasts each year for the Directorates, Schools, and Partners. These are based on anticipated volumes which have been historically very stable. These forecasts are used to determine the volumes of energy contracted to be purchased and have historically been accurate to within a small tolerance. Should actual energy required be under committed, further volumes can be purchased, but at the price prevailing at that time. Should actual energy required be over committed the framework allows flexibility to sell back any excess. Both corrective actions will be managed based on the market price prevailing at the time, price trends, and the amount of time between the moment the correction is needed and the start of the period the correction applies from. The costs are expected to be within existing budget provision.
25. The forecast (and therefore committed) energy usage under the framework for 2023/24 is shown in the table below, together with the fees paid to LASER for operating the framework.

Customer Group	2023-24 Electricity annual spend	2023-24 Gas annual spend
HCC Corporate	£20,462,642	£10,243,382
Education	£11,321,993	£8,431,404
Corporate Estate	£3,898,050	£1,811,978
Highways/Traffic Management	£5,347,332	
OPCC	£2,216,363	£591,770
Winchester CC	£712,551	£183,406
New Forest DC	£659,768	£369,276

HFRS	£487,403	£307,427
Test Valley BC	£341,443	£160,810
Hampshire Independent	£269,881	£232,195
East Hants DC	£164,090	£1,848
Havant DC	£149,972	£33,346
Independent	£49,889	
Fleet TC	£43,772	£39,635
New Milton TC	£12,282	£1,212
Hampshire External Customer	£11,092	
Hart DC	£2,268	£34,783
Grand Total	£25,688,148	£12,199,092

26. LASER Energy's total annual fees for all services to the whole portfolio (Hampshire County Council, Partners, Schools etc.) amount to £202,000 in total or 0.5% of the total annual spend. This fee is a fixed amount per meter per annum depending upon the type of meter.
27. LASER Energy's fees related to the Corporate Estate only (excluding Schools) are £39,000 or 0.39% of the total Corporate Estate annual spend. This is a slightly different percentage as the mix of meters varies.
28. Hampshire County Council receives an annual rebate of 0.07 pence per kWh for gas and 0.18 pence per KWH for electricity consumed by each end user of the Framework. This equates to approximately £200,000 per annum or 0.55% of the total annual spend including schools and partners. The rebate is used to offset the costs of the Energy Team for managing procurement activities, contract management activities, client and supplier relationship management and risk management strategy execution.
29. LASER Energy will also continue to provide support for budget setting for the County Council and its Customers, aligning with the internal budget cycles and communication requirements for internal and external customers.

Performance

30. The new framework has maintained relevant Key Performance Indicators to monitor and manage the suppliers' performance.
31. LASER Energy will continue to dedicate support to Hampshire County Council for its forward energy buying strategy to capture cost savings opportunities in the short and long term as well as performance measurement via its suite of Positions Reports.

Consultation and Equalities

32. The County Council maintains close consultation with all interested parties, and users of the energy supply contract. There is an annual liaison to help users set budget forecasts for the year, and regular updates on any news from the contract.

33. An equalities impact assessment has been carried out and found there will be no impact on people with protected characteristics as the decision will sustain existing arrangements for securing the best value energy for the County Council.

Climate Change Impact Assessments

34. The recommendations in this report will sustain a cost-effective supply of energy to Hampshire County Council and its partners with a neutral impact on energy usage and carbon emissions arising from the County Council's operations and estate. Separately, the County Council is pursuing measures to reduce energy consumption and improve efficiency as part of its strategy in response to the climate emergency. LASER Energy offer a range of support services to help organisations to achieve these efficiencies, as well as multiple options to invest in renewable energy. These entail additional cost. If and when they are considered for adoption as part of the County Council's climate change strategy, further approvals will be sought.

Conclusions

35. LASER framework represents good value in terms of suppliers, management and reporting, and enables the County Council to make decisive decisions around the forward purchasing of energy.
36. Approval in September 2023 and subsequent call off from the framework will enable the commencement of purchasing, if appropriate, of energy volumes for Summer 2025, Winter 2025, and early Summer 2026.

REQUIRED CORPORATE AND LEGAL INFORMATION:

Links to the Strategic Plan

Hampshire maintains strong and sustainable economic growth and prosperity:	Yes
People in Hampshire live safe, healthy and independent lives:	Yes
People in Hampshire enjoy a rich and diverse environment:	Yes
People in Hampshire enjoy being part of strong, inclusive communities:	Yes

Section 100 D - Local Government Act 1972 - background documents

The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)

Document

Location

None

EQUALITIES IMPACT ASSESSMENT:

1. Equality Duty

The County Council has a duty under Section 149 of the Equality Act 2010 ('the Act') to have due regard in the exercise of its functions to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited by or under the Act with regard to the protected characteristics as set out in section 4 of the Act (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation);
- Advance equality of opportunity between persons who share a relevant protected characteristic within section 149(7) of the Act (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation) and those who do not share it;
- Foster good relations between persons who share a relevant protected characteristic within section 149(7) of the Act (see above) and persons who do not share it.

Due regard in this context involves having due regard in particular to:

- The need to remove or minimise disadvantages suffered by persons sharing a relevant characteristic connected to that characteristic;
- Take steps to meet the needs of persons sharing a relevant protected characteristic different from the needs of persons who do not share it;
- Encourage persons sharing a relevant protected characteristic to participate in public life or in any other activity which participation by such persons is disproportionately low.

2. Equalities Impact Assessment:

An equalities impact assessment has been carried out and found there will be no impact on people with protected characteristics as the decision will sustain existing arrangements for securing the best value energy for the County Council.

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5. The existing strategy for a single supplier framework for the County was approved by the Executive Member for Policy and Resources in 2016 and the contract was let in 2017 on an initial three-year basis with four one-year extensions. The final one-year extension expires 3rd July 2024.
6. The contract is for the collection, disposal, and re-cycling of commercial waste from Hampshire County Council properties, schools, and partner authorities (currently Hampshire and Isle of Wight Fire and Rescue service, Hampshire Constabulary and Portsmouth City Council). There are 15 categories of waste collected which is paid based on tonnes collected. The amalgamation of all waste streams into a single contract provides efficiencies from aggregation and streamlined contract administration processes.
7. The contract currently requires waste to be collected from 829 properties in total, of which 164 are Hampshire County Council corporate properties.
8. The centrally managed framework approach has meant that there is a focus on performance of the contract as a whole and has allowed communication with stakeholders on a range of waste collection, finance and quality issues.
9. The team has consulted with stakeholders around a range of options including other frameworks, integration with other FM contracts, fixed term contracts, multi supplier or geographic lotting, and has concluded that the existing single supplier best suits the needs of Hampshire County Council for the collection and disposal of commercial waste. Other arrangements do not cover the full range of waste categories required, and lotting the arrangement would lead to different contractors, different waste bins, and different management regimes across the estate. The current single supplier maximises efficiency of management, reporting and purchase to pay systems.
10. In the current contract, for the year 2022 – 2023, the contractor, Suez collected, disposed of, and recycled a total of 8,902.88 tonnes of waste. The table below summarises the waste collected by Hampshire County Council, or partner for the year 2022 / 2023:

Customer	Tonnes Collected 2022 / 2023
Hampshire County Council	1,858.31
Schools	5756.543
Hampshire and Isle of Wight Fire and Rescue service	178.33
Hampshire Constabulary	361.818
Portsmouth City Council	747.879
Total	8,902.88

11. Hampshire County Council's corporate buildings account for approximately 20% of the waste collected.
12. Schools account for around 50% of the waste collected and the contract spend.
13. Partner authorities are Hampshire and Isle of Wight Fire and Rescue service, Hampshire and Isle of Wight Constabulary/OPCC, and Portsmouth City Council. These partners collectively account for around 20% of the contract value.
14. There is scope to include further partners in the contract, and indeed the County Council has been asked to name other authorities in and bordering Hampshire

in the contract notice. The consultation to date has asked district and unitary authorities if they might be interested in joining the contract, and those who agree will be named in the contract notice. There is however, no obligation at this stage for any authority to commit. Those who have currently asked to be named over and above the existing authorities are Basingstoke and Deane Borough Council, Eastleigh Borough Council, Reading Borough Council, and Southampton City Council.

15. Mobilisation of the new contract and the potential transfer of staff and obligations will be critical to the successful implementation from June 2024.

Contextual information

16. Waste collection, disposal and re-cycling is one of the contracts within the Soft FM category which includes Cleaning, Security, and Grounds Maintenance of the Hampshire estate schools (except for cleaning), and in the buildings of partner organisations such as Hampshire and Isle of Wight Fire and Rescue service, Hampshire Constabulary and Portsmouth City Council. There is a dedicated category management team in Property Services looking after the Soft FM contracts to ensure that they meet the business need, continuously improve, and react to emerging strategy and policy.
17. Current contract key objectives to be taken forward into the tender for the replacement include:
 - maximise consolidation across client organisations to achieve economy of scale;
 - transparent pricing structure that provides value for money to all budget holder clients without cross subsidy;
 - incentivise recycling and re-use, to reduce waste ending up in landfill and costs of disposal;
 - robust KPIs to enable good contract management;
 - flexibility to allow for changes to buildings covered by the contract, and for new partners to join the arrangement;
 - social responsibility through engagement with schools on recycling initiatives;
 - ease of access to the arrangement for internal budget holders, schools and other external organisations;
 - high quality management information to enable informed decisions on cost reduction strategies;
 - collaboration between Supplier and Authority to simplify the payment process;
 - pricing structure consistent with the wider commercial waste market to facilitate benchmarking and like for like comparisons;
 - improved stakeholder engagement and management; and
 - objectives to be fully cognisant of the complete supply chain and the commercial implications of changes to waste strategies.
18. Corporate Social Responsibility Objectives - A strategic objective of this framework is to reduce total waste volumes and increase the proportion of waste that is reused and recycled to achieve environmental benefits and reduce costs to the Contracting Authorities. Hampshire County Council has an agreed

Waste Prevention Action Plan which provides an approach to preventing waste locally and should assist with reducing service delivery costs, the environmental impact of waste, and boosting the local economy. Materials such as furniture and electrical appliances that are diverted to reuse charities and away from landfill have a direct positive, social and economic benefit for Hampshire residents.

Finance

19. The current contract spends a total of around £2million/annum across Hampshire County Council, Schools and Partners, which has been consistent for the last two years. However, experience of other contracts has seen inflationary uplifts of between 15% and 20%. The proposed framework value includes a top end estimate of £3million per annum for the eight-year contract for approval. The final cost will be within this figure for all users of the contract and will be determined by the actual tonnage of waste collected based on the tendered rates. The table below summarises the spend by Hampshire County Council or partner for the year 2022 / 2023:

20. The County Council's corporate buildings account for 28% of the total spend.

Customer	Spend 2022 / 2023
Hampshire County Council	£560,952.72
Schools	1018499.73
Hampshire and Isle of Wight Fire and Rescue service	£74,603.22
Hampshire Constabulary	£127,410.39
Portsmouth City Council	£228,748.79
Total	£2,010,214.85

21. Within the tender, the contractor is asked to include a 3% levy on the contract to cover Hampshire County Council's cost of the procurement and management of the contract. This is collected annually.

Performance

22. During the current contract, there has been a review of possible performance measures which can be built into the new contract. These will be developed in the tender.

Consultation and Equalities

23. Internal and external stakeholders, including Hampshire and Isle of Wight Fire and Rescue service, Hampshire Constabulary, and Portsmouth City Council, and other Hampshire authorities have been engaged throughout to help inform the proposal.

24. A market engagement event with potential suppliers has been held to take on board market suggestions and ideas, and to test our contract strategy.

25. The County Council recently held a social value workshop for suppliers across all categories including construction, consultancy, hard and soft FM to develop

ideas around embedding further social value in all of our contracts and not just employment opportunities on major construction contracts. The output from the workshop, which included colleagues from 2050 (Skills and Participation) and Hampshire Futures requires further work, but this contract includes reference to Hampshire Futures, and quality questions are being developed to invite some fixed commitments around employment opportunities for young people and adults in Hampshire.

26. An EIA has found that the impacts of these proposals are neutral, as they will ensure the continuation of the existing waste disposal service without any direct impacts on service users.

Climate Change Impact Assessments

27. The recent workshop on social value with a wider supply chain identified opportunities for more common reporting of carbon emissions which could in future lead to more accurate assessment of the County Council's own carbon emissions. This will be included in the tender.
28. As a service contract, there is a key requirement for the environmental priorities to be detailed in the specification. These will include targets for recycling, reduction in overall waste, and avoidance of landfill.
29. The Council held a market engagement event with potential suppliers at which the point was raised that bin lorries based on sustainable fuels/electric were not reliable at the present moment. The specification will allow for the introduction of sustainable vehicles as they become viable.
30. There will be a requirement for the supplier, and other suppliers and contractors on other contracts to report on their carbon emissions, to enable the County Council to better understand the indirect carbon emissions of its suppliers and contractors.

REQUIRED CORPORATE AND LEGAL INFORMATION:

Links to the Strategic Plan

Hampshire maintains strong and sustainable economic growth and prosperity:	yes
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People in Hampshire enjoy a rich and diverse environment:	yes
People in Hampshire enjoy being part of strong, inclusive communities:	yes

Other Significant Links

Links to previous Member decisions:	
<u>Title</u>	<u>Date</u>
Direct links to specific legislation or Government Directives	
<u>Title</u>	<u>Date</u>

Section 100 D - Local Government Act 1972 - background documents	
<p>The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)</p>	
<u>Document</u>	<u>Location</u>
None	

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2. Equalities Impact Assessment:

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HAMPSHIRE COUNTY COUNCIL

Executive Decision Record

Decision Maker:	Executive Member for Countryside and Regulatory Services
Date of Decision:	18 September 2023
Decision Title:	Appointments to Outside Bodies, Statutory Joint Committees, Panels and Partnership Boards
Report From:	Director of People and Organisation

Contact name: Katy Sherwood

Tel: 03707 791 898

Email: katy.sherwood@hants.gov.uk

1. The Decision:

a) In accordance with Part 1: Chapter 12 of the Constitution, that the Executive Member for Countryside and Regulatory Services be requested to make an appointment to the Partnership Board as detailed below. The term of office until County Council elections in May 2025:

Name of Body	Description	Previous	Appointment(s) until May 2025
Hampshire Countryside Access Forum (1)	The Hampshire Countryside Access Forum advises the County Council and other organisations on improving opportunities to enjoy Hampshire's countryside and coast.	Juliet Henderson	

2. Reason for the decision:

2.1. To maintain County Council representation on bodies within the community.

3. Other options considered and rejected:

3.1. Not to make appointments, which would cease County Council representation.

4. Conflicts of interest:

4.1. Conflicts of interest declared by the decision-maker: None

4.2. Conflicts of interest declared by other Executive Members consulted:

5. Dispensation granted by the Conduct Advisory Panel: none.

6. Reason(s) for the matter being dealt with if urgent: not applicable.

7. Statement from the Decision Maker:

<p>Approved by:</p> <p>-----</p> <p>Executive Member for Countryside and Regulatory Services</p>	<p>Date: 18 September 2023</p>
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