

## Appendix 2

<b>Savings Programme Reference</b>	<b>Service Area</b>
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

<b>Name of SP25 proposal:</b>	<b>SP25 Proposal Reference:</b>
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

<b>Service affected</b>	Highways Maintenance
<b>Please provide a short description of the service / policy/project/project phase</b>	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"> <li>• 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;</li> <li>• planned maintenance: This involves larger-scale structural repairs, surface treatments on roads, and drainage improvements (as opposed to repairs);</li> <li>• environmental maintenance such as grass cutting, weed control and arboriculture.</li> </ul>
<p><b>Please explain the new/changed service/policy/project</b></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**

<b>Protected characteristic</b>	<b>Brief explanation of why this has been assessed as having neutral or low negative impact</b>
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-consulting<sup>1</sup>.
- 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:

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## Universal Services

<b>Name of SP25 proposal:</b>	<b>SP25 Proposal Reference:</b>
Streetlighting	<b>EIA – US02</b> 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

<b>Service affected</b>	Street Lighting
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<p><b>Please provide a short description of the service / policy/project/project phase</b></p>	<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>
<p><b>Please explain the new/changed service/policy/project</b></p>	<p>Changes to the energy cost of managing Hampshire's street light network could be sought by:</p> <ul style="list-style-type: none"> <li>• the use of additional energy efficient LED bulbs, noting that the introduction of LED bulbs would not affect light levels;</li> <li>• delaying switching on some street lights at night, and switching them off earlier in the morning;</li> <li>• keeping street lights switched off during the night on some non-residential roads;</li> <li>• additional dimming of street lights to lower levels during the night.</li> </ul>

## 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**

<b>Protected characteristic</b>	<b>Brief explanation of why this has been assessed as having neutral or low negative impact</b>
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**

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

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-consulting<sup>2</sup>.
  - 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.

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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

<b>Name of SP25 proposal:</b>	<b>SP25 Proposal Reference:</b>
School Crossing Patrols	<b>EIA – US03</b> 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

<b>Service affected</b>	School Crossing Patrols
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<p><b>Please provide a short description of the service / policy/project/project phase</b></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><b>Please explain the new/changed service/policy/project</b></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-consulting<sup>3</sup>.
- 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.

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## Universal Services

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

<b>Service affected</b>	Public Transport
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<p><b>Please provide a short description of the service / policy/project/project phase</b></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><b>Please explain the new/changed service/policy/project</b></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

<b>Disability</b>					✓	Public
<b>Gender reassignment</b>		✓				Public
<b>Pregnancy and maternity</b>				✓		Public
<b>Race</b>				✓		Public
<b>Religion or belief</b>			✓			Public
<b>Sex</b>					✓	Public
<b>Sexual orientation</b>		✓				Public
<b>Marriage &amp; civil partnership</b>		✓				Public
<b>Poverty</b>					✓	Public
<b>Rurality</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	✓
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.
Disability	<p>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>		<p>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.</p>

	<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-consulting<sup>4</sup>.
- 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

<b>Name of SP25 proposal:</b>	<b>SP25 Proposal Reference:</b>
<b>Waste Services – Household Waste Recycling Centres</b>	<b>EIA – US05</b> 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

<b>Service affected</b>	Household Waste Recycling Centres
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<p><b>Please provide a short description of the service / policy/project/project phase</b></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 &amp; rubble including bathroom appliances such as baths, sinks &amp; 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><b>Please explain the new/changed service/policy/project</b></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**

<b>Protected characteristic</b>	<b>Brief explanation of why this has been assessed as having neutral or low negative impact</b>
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-consulting<sup>4</sup>.
  - 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.

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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

<b>Name of SP25 proposal:</b>	<b>SP25 Proposal Reference:</b>
<b>Cross-Directorate - reductions to directorate non-pay budgets.</b>	<b>EIA – US07</b> 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

<b>Service affected</b>	Cross-Directorate
<b>Please provide a short description of the service / policy/project/project phase</b>	Reductions to directorate non-pay budgets, including Learning & Development, Postage & Printing.
<b>Please explain the new/changed service/policy/project</b>	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



<b>Pregnancy and maternity</b>		✓				Both
<b>Race</b>		✓				Both
<b>Religion or belief</b>		✓				Both
<b>Sex</b>		✓				Both
<b>Sexual orientation</b>		✓				Both
<b>Marriage &amp; civil partnership</b>		✓				Both
<b>Poverty</b>		✓				Both
<b>Rurality</b>		✓				Both

**Table 2 Geographical impact**

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

<b>Area</b>	<b>Yes / no</b>
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**

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

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-consulting<sup>5</sup>.
  - 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:

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

<b>Name of SP25 proposal:</b> Highways, Engineering & Transport	<b>SP25 Proposal Reference:</b> <i>EIA – US08</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)	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

<b>Service affected</b>	A range of services within the Highways, Engineering and Transport (HET) branch.
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<p><b>Please provide a short description of the service / policy/project/project phase</b></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><b>Please explain the new/changed service/policy/project</b></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"> <li>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.</li> <li>2. Increased charges to and income from developers, particularly associated with the road adoption process.</li> <li>3. Selling engineering services and other associated specialisms to other bodies.</li> <li>4. Selling services and data from services, such as from traffic survey activities or transport advice.</li> <li>5. Expanding income from highways materials recycling and other innovative income streams</li> <li>6. Developing sponsorship and advertising opportunities.</li> </ol>

**Engagement and consultation**

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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**

<b>Protected characteristic</b>	<b>Brief explanation of why this has been assessed as having neutral or low negative impact</b>
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-consulting<sup>6</sup>.
- 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:

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# Universal Services

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

<b>Service affected</b>	<b>Waste and Environmental Services trading areas</b>
<b>Please provide a short description of the service / policy/project/project phase</b>	<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 &amp; 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>
<b>Please explain the new/changed service/policy/project</b>	<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><b>Asbestos Management</b></p> <ul style="list-style-type: none"> <li>• Reduction in inspection frequency - Reduce low risk inspections to every seven years</li> <li>• Reduced expenditure - Reduced staff travel and better utilisation of electric vehicles</li> </ul>



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

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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

<b>Pregnancy and maternity</b>		✓				Both
<b>Race</b>		✓				Both
<b>Religion or belief</b>		✓				Both
<b>Sex</b>		✓				Both
<b>Sexual orientation</b>		✓				Both
<b>Marriage &amp; civil partnership</b>		✓				Both
<b>Poverty</b>		✓				Both
<b>Rurality</b>		✓				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-consulting<sup>7</sup>.
  - 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:

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

<b>Name of SP25 proposal:</b>	<b>SP25 Proposal Reference:</b>
Facilities Management.	<b>EIA – US11</b> 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



<b>Service affected</b>	Facilities Management
<b>Please provide a short description of the service / policy/project/project phase</b>	Facilities Management - service reductions and efficiencies linked to office accommodation rationalisation.
<b>Please explain the new/changed service/policy/project</b>	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?

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 consultation or engagement planned, as this is a removal of posts that have been vacant for some time.

## **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)**

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

<b>Religion or belief</b>		✓				Both
<b>Sex</b>		✓				Both
<b>Sexual orientation</b>		✓				Both
<b>Marriage &amp; civil partnership</b>		✓				Both
<b>Poverty</b>		✓				Both
<b>Rurality</b>		✓				Both

### Table 2 Geographical impact

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

<b>Area</b>	<b>Yes / no</b>
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**

<b>Protected characteristic</b>	<b>Brief explanation of why this has been assessed as having medium or high negative impact</b>	<b>Is there a Geographical impact? If so, please explain - use list above to identify geographical area(s)</b>	<b>Short explanation of mitigating actions</b>
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-consulting<sup>8</sup>.
  - 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:

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

<b>Name of SP25 proposal:</b>	<b>SP25 Proposal Reference:</b>
Registration and Archives	<b>EIA – US12</b> 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



<p><b>Service affected</b></p>	<p><b>A.</b> Registration Service  <b>B.</b> Hampshire Archives and Local Studies Service</p>
<p><b>Please provide a short description of the service / policy/project/project phase</b></p>	<p><b>A.</b> 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"> <li>1. Becoming a training provider for other Registration Services</li> <li>2. Licensing new venues for ceremonies</li> <li>3. Ceremony personalisation</li> <li>4. Increase in ceremony fees</li> <li>5. Funerals</li> <li>6. Reducing office accommodation</li> <li>7. Developing a sustainable staffing strategy</li> <li>8. Reviewing Registration budget</li> </ol> <p><b>B.</b> Hampshire Record Office is the home of 1,000 years of history and comprises <a href="#">Hampshire Archives and Local Studies</a> as well as the <a href="#">Wessex Film and Sound Archive</a>. 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"> <li>1. Charges for storage and management of the Wessex Film and Sound Archive partners' Archive Collections</li> <li>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.</li> <li>3. Commercial sale of archive storage space and other archive consultancy services to owners of archive collections.</li> </ol>
<p><b>Please explain the new/changed service/policy/project</b></p>	<p><b>A.</b> 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.

**B.**

1. Wessex Film and Sound Archive - 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.

2. Charges for the cataloguing, conservation, storage and withdrawal of private, non-statutory archive collections held as part of the Hampshire Collection - 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.

3. Commercial sale of archive storage space and provision of archive consultancy services - 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.

## 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

<b>Marriage &amp; civil partnership</b>		B	A			Public
<b>Poverty</b>			A B			Public
<b>Rurality</b>		A B				Public

### Table 2 Geographical impact

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

<b>Area</b>	<b>Yes / no</b>
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**

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



Age – Negative Low	<b>A and B</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	<b>A</b> – Customers accessing the service for a ceremony may be impacted by fee increases. <b>B</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-consulting<sup>9</sup>.
  - 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

<b>Name of SP25 proposal:</b>	<b>SP25 Proposal Reference:</b>
Countryside.	<b>EIA – US13</b> 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

<b>Service affected</b>	Countryside
<b>Please provide a short description of the service / policy/project/project phase</b>	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.
<b>Please explain the new/changed service/policy/project</b>	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

<b>Disability</b>		✓				Both
<b>Gender reassignment</b>		✓				Both
<b>Pregnancy and maternity</b>		✓				Both
<b>Race</b>		✓				Both
<b>Religion or belief</b>		✓				Both
<b>Sex</b>		✓				Both
<b>Sexual orientation</b>		✓				Both
<b>Marriage &amp; civil partnership</b>		✓				Both
<b>Poverty</b>			✓			Public
<b>Rurality</b>		✓				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-consulting<sup>10</sup>.
  - 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.

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**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

<b>Name of SP25 proposal:</b> Hampshire Outdoor Centres	<b>SP25 Proposal Reference:</b> <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

<b>Service affected</b>	Hampshire Outdoor Centres
<b>Please provide a short description of the service / policy/project/project phase</b>	<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>
<b>Please explain the new/changed service/policy/project</b>	<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"> <li>· 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.</li> <li>· 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.</li> <li>· Creating new products which broaden ‘public’ access to the facilities at weekends and during the school holidays.</li> </ul> <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

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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)**

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

<b>Protected characteristic</b>	<b>Brief explanation of why this has been assessed as having neutral or low negative impact</b>
<b>All protected characteristics except for Age</b>	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**

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

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**

<b>Protected characteristic</b>	<b>Brief explanation of why this has been assessed as having positive impact</b>
<b>Age</b>	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-consulting<sup>11</sup>.
  - 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.

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**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

<b>Name of SP25 proposal:</b>	<b>SP25 Proposal Reference:</b>
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

<b>Service affected</b>	Highways and Countryside Parking Services
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<p><b>Please provide a short description of the service / policy/project/project phase</b></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><b>Please explain the new/changed service/policy/project</b></p>	<p>Potential changes could include:</p> <ul style="list-style-type: none"> <li>• Review of parking charges at existing locations, including increased charges to the public;</li> <li>• Introduction of on-street parking charges in new locations;</li> <li>• Introduction of new charges or donation schemes for parking at existing off-street and countryside locations;</li> <li>• Possible addition of new off-street parking facilities in specific locations;</li> <li>• Revised approaches to administration and charging to improve efficiency and cut costs.</li> </ul>

**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**

<b>Protected characteristic</b>	<b>Brief explanation of why this has been assessed as having neutral or low negative impact</b>
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-consulting<sup>12</sup>.
- 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:

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# Universal Services

<b>Name of SP25 proposal:</b>	<b>SP25 Proposal Reference:</b>
Cross Directorate Organisational Redesign	<b>EIA -US17</b> 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

<b>Service affected</b>	Universal Services
<b>Please provide a short description of the service / policy/project/project phase</b>	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

<b>Disability</b>		✓				Both
<b>Gender reassignment</b>		✓				Both
<b>Pregnancy and maternity</b>		✓				Both
<b>Race</b>		✓				Both
<b>Religion or belief</b>		✓				Both
<b>Sex</b>		✓				Both
<b>Sexual orientation</b>		✓				Both
<b>Marriage &amp; civil partnership</b>		✓				Both
<b>Poverty</b>		✓				Both
<b>Rurality</b>		✓				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

	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-consulting<sup>13</sup>.
  - 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.

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- 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

<b>Name of SP25 proposal:</b> Highways Winter Service	<b>SP25 Proposal Reference:</b> <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

<b>Service affected</b>	Highways Winter Maintenance
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<p><b>Please provide a short description of the service / policy/project/project phase</b></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 (1<sup>st</sup> October – 30<sup>th</sup> 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><b>Please explain the new/changed service/policy/project</b></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"> <li>• reviewing and updating the network of roads currently treated with precautionary salting on a routine basis in advance of forecast freezing conditions;</li> <li>• reviewing and updating the network of roads currently treated during prolonged freezing periods;</li> <li>• 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;</li> <li>• 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.</li> </ul>

**Engagement and consultation**

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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**

<b>Protected characteristic</b>	<b>Brief explanation of why this has been assessed as having neutral or low negative impact</b>
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-consulting<sup>14</sup>.
  - 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

<b>Name of SP25 proposal:</b>	<b>SP25 Proposal Reference:</b>
Property Services	<b>EIA – US19</b> 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

<b>Service affected</b>	Property Services
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<p><b>Please provide a short description of the service / policy/project/project phase</b></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><b>Please explain the new/changed service/policy/project</b></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



<b>Disability</b>		✓				Both
<b>Gender reassignment</b>		✓				Both
<b>Pregnancy and maternity</b>		✓				Both
<b>Race</b>		✓				Both
<b>Religion or belief</b>		✓				Both
<b>Sex</b>		✓				Both
<b>Sexual orientation</b>		✓				Both
<b>Marriage &amp; civil partnership</b>		✓				Both
<b>Poverty</b>		✓				Both
<b>Rurality</b>		✓				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-consulting<sup>15</sup>.
  - 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.

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**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.

