



## **Members Library**

Budget Proposals - Equality Impact  
Assessments

Midlothian Council

21 February 2023

V13 17/02/23

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## Midlothian Council

### Equality Impact Assessment (EqIA) of Budget Proposals 2022

Name of Budget Saving	Redesign of Community and School Libraries (Proposal 1)
Department and service area	Place Directorate / Education Directorate
Completion Date	February 2023
Lead officer	Saty Kaur / Fiona Robertson

#### Aims and Objectives

1. Does the proposed budget saving affect people?      Yes          No

2. What is/are the reason(s) for your proposed budget saving?

The Midlothian Council budget gap is significant and will increase in future years and the Council need to consider whether non-statutory services can continue to be funded. Library Services are a statutory service for the local authority to ensure adequate provision only, although that is not defined in the legislation.

The proposal is to redesign both the school and community library provision.

#### 3. Impact

Which of the protected characteristics\* will the proposed budget saving have an impact upon?

Equality Target Group*	Positive Impact	Negative Impact	Relevant evidence/ information
Age		Yes	Library Membership Data.
Disability		Yes	Library Membership Data (equalities data collected on a voluntary basis)
Gender Reassignment			No current evidence from the customer contact data gathered.

Marriage & Civil Partnership			No current evidence from the customer contact data gathered.
Pregnancy and maternity		Yes	Data from Scottish Book Trust on Bookbug attendance.
Race		Hate crime is monitored	
Religion or Belief		Hate crime is monitored	
Sex		Gender based violence is monitored	
Sexual Orientation		Hate crime is monitored	
Socio-economic deprivation		An increase in unemployment by reducing the librarians may affect socio-economic deprivation if they are unable to secure alternative employment.	

4. How will the implementation of the proposed budget saving be communicated to those affected by any changes?

Any staffing review would be conducted through the Organisational Change Policy and procedure to consult with employees scoped into the service and management reviews.

Formal consultation with affected staff and representative unions would take place.

Library members, partners, stakeholders, education staff and pupils and other visitors would be informed through a range of communication methods utilising a range of channels. Library members can be contacted directly via email or post, as these details are held as part of membership files.

Information published by Midlothian Council can be provided on request in many of the community languages and also in large print, Braille, audio tape or BSL. For more information, please contact the Equality, Diversity & Human Rights Officer on 0131 271 3658 or [equalities@midlothian.gov.uk](mailto:equalities@midlothian.gov.uk)

5. How will you monitor the impact of the changes proposed? When is the budget due to be reviewed?

The budget savings could start to be delivered in 2022/23.

EQIA outcomes for Race, Sex, Sexual Orientation and Religion/Belief are monitored.

6. Please use the space below to detail any other matters arising from the Equality Impact Assessment (EqIA) process.

This proposal would have an impact on pupils and citizens in and around Midlothian. The closure of Dalkeith Library would also involve closure of the Dalkeith Arts Centre which would have a significant impact on a range of user groups who have long-standing bookings for use of the community space.

If approved, the impact would be experienced by all user groups including groups with protected characteristics. It is likely that the impact would be experienced significantly by children and older people, as the two largest user groups of libraries (data available), however the increased levels of social isolation in these locations as a result of full library closure would have a significant impact on all citizens if a mobile library service were not available to undertake key tasks such as accessing online services for the purposes of updating Universal Credit journals, access to the Internet, processing bus passes, receiving hearing aid batteries, accessing print and online resources, attending groups, events and support groups. It is generally expected that nationally citizens should have access to a library within a 1 mile travel distance from their home.

Previous consultation on a similar proposal has demonstrated that there is much support for library services in Midlothian.

Please send an electronic copy of completed forms to [lesley.crozier@midlothian.gov.uk](mailto:lesley.crozier@midlothian.gov.uk)



## Midlothian Council

### Equality Impact Assessment (EqIA) of Budget Proposals 2022

Name of Budget Saving	Adopt e-book services ( <i>Proposal 2</i> )
Department and service area	Place Directorate
Completion Date	14 June 2022
Lead officer	Saty Kaur

<b>Aims and Objectives</b>			
1. Does the proposed budget saving affect people?      Yes <input checked="" type="checkbox"/> No			
2. What is/are the reason(s) for your proposed budget saving?  The Midlothian Council budget gap is significant for and will increase in future years and the Council need to consider whether non-statutory services can continue to be funded. Library Services are a statutory service for the local authority to ensure adequate provision only, although that is not defined in the legislation. The proposal is not to add or replace stock or materials it becomes old or dated or unusable.			
<b>3. Impact</b>			
Which of the protected characteristics* will the proposed budget saving have an impact upon?			
<b>Equality Target Group*</b>	<b>Positive Impact</b>	<b>Negative Impact</b>	<b>Relevant evidence/information</b>

Age		Yes	Library Membership Data.
Disability		Yes	Library Membership Data (equalities data collected on a voluntary basis)
Gender Reassignment			No current evidence from the customer contact data gathered.
Marriage & Civil Partnership			No current evidence from the customer contact data gathered.
Pregnancy and maternity		Yes	Data from Scottish Book Trust on Bookbug attendance.
Race		Hate crime is monitored	
Religion or Belief		Hate crime is monitored	
Sex		Gender based violence is monitored	
Sexual Orientation		Hate crime is monitored	

4. How will the implementation of the proposed budget saving be communicated to those affected by any changes?

Library members, partners, stakeholders and other visitors would be informed through a range of communication methods utilising a range of channels. Library members can be contacted directly via email or post, as these details are held as part of membership files.

Information published by Midlothian Council can be provided on request in many of the community languages and also in large print, Braille, audio tape or BSL. For more information, please contact the Equality, Diversity & Human Rights Officer on 0131 271 3658 or [equalities@midlothian.gov.uk](mailto:equalities@midlothian.gov.uk)

5. How will you monitor the impact of the changes proposed? When is the budget due to be reviewed?

The budget savings could start to be delivered in 2022/23.

EQIA outcomes for Race, Sex, Sexual Orientation and Religion/Belief are monitored.



6. Please use the space below to detail any other matters arising from the Equality Impact Assessment (EqIA) process.

This proposal would have an impact on citizens in and around Midlothian.

If approved, the impact would be experienced by all user groups including groups with protected characteristics.

Previous consultation on a similar proposal has demonstrated that there is much support for library services in Midlothian.

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**Midlothian Council  
Equality Impact Assessment (EqIA) of Budget Proposals  
2022**

Name of Budget Saving	Civic Licencing fees to reflect full cost recovery ( <i>Proposal 3</i> )
Department and service area	Corporate Solutions
Completion Date	28/07/2022
Lead officer	Saty Kaur

**Aims and Objectives**

Increase Licencing Fees ( Civic and Licencing Board) by 50%

Existing types & volumes of applications and insight into the organisations applying for licenses highlights that not all applications are commercial in nature and some by community based organisations who’s objectives are aligned with improving outcomes for the undernoted equalities groups

The proposals are not expected to have any material positive impacts on any of the below Equality Target Group

The proposals will impact on the cost base of all applicants and particularly those who are not commercial applicants. It will require them to revisit their delivery models to accommodate the costs increase. As such the equality impact is very much dependent on how applicants respond to the cost increases.

**1. Does the proposed budget saving affect people?**      Yes      No

**2. What is/are the reason(s) for your proposed budget saving?**

An inevitable consequence of cuts in local government funding and are somewhat outwith the Council’s direct control

<b>3. Impact</b> Which of the protected characteristics* will the proposed budget saving have an impact upon?			
<b>Equality Target Group*</b>	<b>Positive Impact</b>	<b>Negative Impact</b>	<b>Relevant evidence/ information</b>
Age			
Disability			
Gender Reassignment			
Marriage & Civil Partnership			
Pregnancy and maternity			
Race			
Religion or Belief			
Sex			
Sexual Orientation			
Socio-economic Deprivation			

<b>4. How will the implementation of the proposed budget saving be communicated to those affected by any changes?</b>
<b>5. How will you monitor the impact of the changes proposed? When is the budget due to be reviewed?</b> we will review level and type of applications
<b>6. Please use the space below to detail any other matters arising from the Equality Impact Assessment (EqIA) process.</b>

Please send an electronic copy of completed forms to [lesley.crozier@midlothian.gov.uk](mailto:lesley.crozier@midlothian.gov.uk)



**Midlothian Council  
Equality Impact Assessment (EqIA) of Budget Proposals  
2022**

Admin review	Reduce administration costs of benefits process ( <i>Proposal 4</i> )
Department and service area	Corporate Solutions
Completion Date	Open
Lead officer	Saty Kaur

### Aims and Objectives

The Council administers a range of benefits, including Housing Benefit and Council Tax reductions scheme. The annual budget is £30.2 m of this £24m is met by subsidy from DWP. The proposal here is to focus on the effective administration of these benefits and seek to reduce the element that falls on the Council by 6%, this will require the effective recovery of overpayments, potentially limiting discretionary awards and careful assessment and evaluation of the benefits payable and grant subsidy arrangements. The proposals are not expected to have any material negative impacts on any of the below Equality Target Groups.

**1. Does the proposed budget saving affect people?**       Yes       No

### 2. What is/are the reason(s) for your proposed budget saving?

In local government services tend to evolve and be adapted overtime. It is still the case that few are designed end to end and or use the available technology solutions to make them more effective and efficient. The pandemic has shown that services can be delivered differently with no reliance on paper and with any necessary hand offs managed by the effective use of workflows.

We know from experience that there are many areas where current arrangements simply fail to deliver what is required and cannot support efficient service delivery e.g. ineffective or missing business processes and either poor use of or poor design of IT solutions.

### 3. Impact

Which of the protected characteristics\* will the proposed budget saving have an impact upon?  
None

Equality Target Group*	Positive Impact	Negative Impact	Relevant evidence/ information
Age	None to all below	None to all below	
Disability			

Gender Reassignment			
Marriage & Civil Partnership			
Pregnancy and maternity			
Race			
Religion or Belief			
Sex			
Sexual Orientation			
Socio-economic Deprivation			

**4. How will the implementation of the proposed budget saving be communicated to those affected by any changes?**

This proposal is to make our internal processes more efficient. The communication to staff would be through service redesign and training on new ways of working. Where automation then has an effect on customers, a full IIA would be undertaken during the service redesign to minimise negative impact and supported by a communications plan.

**5. How will you monitor the impact of the changes proposed? When is the budget due to be reviewed?**

These will be core considerations as part of the development and implementation programme.

As proposals are developed the assessment and as far as possible any assessed negative impacts will be considered and will be used to shape the proposals required to achieve the saving target and in redesigning services.

A rolling assessment will be essential as this proposals is further developed and if appropriate is implemented.

**6. Please use the space below to detail any other matters arising from the Equality Impact Assessment (EqIA) process.**

Please send an electronic copy of completed forms to [lesley.crozier@midlothian.gov.uk](mailto:lesley.crozier@midlothian.gov.uk)



**Midlothian Council**  
**Equality Impact Assessment (EqIA) of Review of Fees & Charges**  
**2023/24**

Name of Fee/Charge being reviewed  (Proposal 5)	<ol style="list-style-type: none"> <li><b>1. Place</b> – Planning and Building Control; School Meals; Café, vending and basket service; Bonnyrigg District Heating Scheme; Landscaping and Countryside Services – Burials; Allotments; Events; Road Services; Travel and Fleet Services; - passenger travel; Electric Vehicle Charging; Waste Services; Protective Services – Pest control; Licensing; Environmental Health; Short term lets; Trading Standards; landlord fees.</li> <li><b>2. Corporate Solutions</b> – Library Services; Registrars; Street name and numbering</li> <li><b>3. Health and Social Care</b> – Adults Social Care; Healthy Living Services; Tonezone Membership; Access to Midlothian Card; Leisure Centre Facilities; Snowsports Centre.</li> <li><b>4. Children, Young People and Partnerships</b> – Arts and Creativity; Beeslack High School – classes; Lifelong Learning and Employability Classes; Beeslack High School - Leisure.</li> </ol>
Department and service area	See above – Council wide
Completion Date	14 <sup>th</sup> February 2023
Lead officers	Saty Kaur/David Gladwin

**Aims and Objectives**

The aim is to review all charges for services detailed and provided by the Council taking into statutory pricing, policy, cost of providing the service and ensuring service costs are met, volume analysis, benchmarking against other local authorities/providers and income generating initiatives.

It should be noted that charges have remained static since April 2020. Prior to April 2020 a standard inflationary rate of 4.79% was applied across some services.

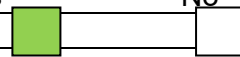
Taking into consideration the current financial circumstances and high inflationary rates driving the cost of living crisis, the Council has not adopted the standard approach of applying inflationary rates to all fees for 23/24 or included any backdated inflationary rates from the last two years in proposals.

The public sector continues to face significant service delivery challenges due to reduced income streams, funding constraints, inflationary cost pressures and additional legislative burdens. Demand for public services in Midlothian continues to increase as a consequence of changes in the size and profile of the county’s population with greater numbers of young and older people, those in poor economic situations, and those with disabilities be they physical, sensory, mental health or learning disabilities. The Council must continue to prioritise expenditure on public services which prevent negative outcomes for those within its communities whilst securing maximum benefit from all available resources.

1. Does the proposed fee/charge affect people?

Yes

No



2. What is/are the reason(s) for your reviewed fee/charge?

To increase charges in line with statutory charge limit, to contribute to the cost of providing services and ensure service costs are met, to reflect charges collected by other local authorities, introduce more consistent charging across services and generate income as part of budget savings measures.

### 3. Impact

Which of the protected characteristics\* will the reviewed fee/charge have an impact upon?

Equality Target Group*	Positive Impact	Negative Impact	Relevant evidence/information
Age	Concessionary rates are available in most circumstances No increases have been applied to charges that directly affect older people. (Health and social care charges such as tele care, home care, and day centre charges).	Older people and those in poor economic circumstances may be adversely affected	More information can be found below on any other matters arising from the Equality Impact Assessment (EqIA) process.
Disability	Concessionary rates are available	Disabled people in receipt of benefits may be adversely affected	More information can be found below on any other matters arising from the Equality Impact Assessment (EqIA) process.
Gender Reassignment	None	No disproportionate impact	
Marriage and Civil Partnership	None	No disproportionate impact	
Pregnancy and maternity	None	Single parents in low income households may be adversely affected	More information can be found below on any other matters arising from the Equality Impact Assessment (EqIA) process.
Race	None	No disproportionate impact	
Religion or Belief	None	No disproportionate impact	

Sex	Concessionary rates are available	Men and women along with disabled men and women in low income households may be affected.	More information can be found below on any other matters arising from the Equality Impact Assessment (EqIA) process.
Sexual Orientation	None	No disproportionate impact	

4. How will the implementation of the reviewed fee/charge be communicated to those affected by any changes?  
The fees and charges register will be published on the Council's web site. If required and requested this information can be made available in different formats and languages by emailing [equalities@midlothian.gov.uk](mailto:equalities@midlothian.gov.uk) or by telephoning the Equality, Diversity and Human Rights Officer on 0131 271 3658.

5. How will you monitor the impact of the changes proposed? When is the fee/charge due to be reviewed?  
The impact will be determined by the actual uptake of these services and the income received in comparison to the previous uptake/income levels. This data/information will be taken into consideration at the next annual review of fees and charges.

5. Please use the space below to detail any other matters arising from the Equality Impact Assessment (EqIA) process.

### **Place**

#### **Planning and Building Control**

Charges across Planning and Building Control services take into account statutory pricing and Benchmarking. This amounts to an average of 3% per function for Building Control. The 3% increase is proposed following a benchmarking exercise against other local authority Building Standards sections providing the same or similar services (Edinburgh, Scottish Borders, Perth and Kinross and Glasgow).

It should be noted that:

- Planning Application Fees are variable according to development size, Minimum charge being £300.00 and a maximum charge of £150,000.00. No increase due to statutory charging provisions however it is expected that the Scottish Government may announces changes to fee regulations in April 2023.
- A 15% increase has been applied for a copy of building warrant, completion certificate and x5 standard plans from Part 2 of the Building Standards Register held electronically or within a file (drawings provided) - (Standard) to provide a consistent approach to pricing in comparison to other multiplot charges.
- New charges have been proposed as part of Budget savings measures. (See financial Strategy report) as an income generation initiative for the provision of an advisory and check service over and above the measures currently captured as part of the building warrant and planning application.

#### **Catering Services - School Meals**

Catering Services will increase Secondary and Adult School meals only by 10p per meal. This includes Secondary school (from £2.30 to £2.40) and Adult meals will be increased by 10p (from £2.85 to £2.95). There are no changes to Primary school meals.

High school meal numbers are currently low and no recent history of meal numbers due to Covid. There are approximately 10,100 paid school meals per year.

Charges across all Council Café, vending and basket will be increased by 10%, Prices were determined by a comparison exercise to other private sector organisations. After 10%



increases applied, prices still remain lower than similar products sold by other private sector organisations.

It should be noted that:

- School meals are free to all primary school children from P1 to P5.
- School meals are free to all ages if in receipt of one of the following benefits; Income Support; Income-based Job Seekers Allowance; Income Related Employment and Support Allowance; Child Tax Credit ONLY (with an annual income of less than £16,105); Child tax Credit AND Working Tax Credit (with an annual income less than £6,420); Support under Part VI of the Immigration and Asylum Act 1999; Universal Credit.

### **Bonnyrigg District Heating Scheme**

Monthly heating charges for Bonnyrigg District Heating Scheme will remain frozen at present.

### **Landscaping and Countryside services**

#### **Burials**

Charges for burials have been increased by 20%, benchmarking carried out with other local authorities show that overall Midlothian is charging less than other councils. Charges increased by 20% brings Midlothian to a comparable level to the Scottish average.

It should be noted that:

- A 50% surcharge will apply to all interments which take place on a Saturday or Midlothian Council Public holiday.
- No increases have been applied to foundations for the erection of monuments.
- 5% increase has been applied to cemetery plaques and kerb markers and 10% increase to exhumation and allotment rentals.

Increased charges of 5% across other Landscaping and Countryside Event services excluding Vogrie car parking fees which will remain as is at £2.00.

#### **Road Services**

Charges across road services in the past have been adapted so they are set in line with National legislation or aligned with average prices charged by other local authorities. Charges have been increased by 5%.

It should be noted that:

- The full cost of a full Temporary Traffic Regulation Order will apply where an amendment is requested after processing or an extension is requested to an issued permit.
- An early start request for excavation permits will charge double the cost of the permit.
- Where an amendment is requested after processing or an extension is requested to an issued permit the cost of a full permit again or £50, whichever is greater will apply.
- There has been no increase to the permits for Property Enquiry adoption plan, Transport Scotland Act Violations and Utility Company Charges Inspection.

#### **Travel and Fleet services**

There will be no increases for Lost school bus passes, non-entitled travel school bus passes and Blue badges where there is a £20.00 Statutory cap.

#### **Electric Vehicle chargers**

Fees for Electric vehicle charging have increased by 118% (fast and slow chargers) and 66% (rapid chargers) to cover service costs including maintenance. Benchmarking carried out against other local authorities and private sector shows that Midlothian is charging less for both rapid and fast and slow chargers.

It should be noted that the following overstay charges have been introduced:

- Overstay charge of £1 per minute after 60 minutes of charge for rapid chargers (over 43kW), capped at £30.
- Overstay charge of £1 per minute after 4 hours of charge for fast chargers (8kW-22kW), capped at £30. (Not applied between 22:00 and 08:00).
- Overstay charge of £1 per minute after 12 hours of charge for slow chargers (up to 7kW), capped at £30. (Not applied between 22:00 and 08:00).

### **Waste Services**

Trade Waste charges and bulky uplifts have been increased by 5%.

Volumes of bulky uplifts:

19/20 (2835)

21/22 (2604)

22/23 (1983) projected to be (2783) if same uptake from Dec to March as 21/22

No increases have been applied to garden waste uplift for 23/24 to ensure that all customer, regardless of whether they sign up before 1<sup>st</sup> April 2023 receive the service for the same price. A 5% increase has been applied for 24/25 after services were benchmarked against other authorities.

### **Civic Government**

Charges for Civic Government licences have been increased on average by 35% up to 100% for Public Entertainment licences for large events. Costs reflect full cost recovery for the application and administration of civic licenses.

Benchmarking of Public Entertainment Licenses within LGBF family group show that overall Midlothian is charging less than other authorities, on average 30-50% less and for some up to 100% less than others.

The increase in charges will be mitigated as some licence holders with a three year licence will not require to renew their licence for 23/24, others who lost a year's trading will be entitled to a year's free licence as per the GP Committee decision unless those who had their free year in 2022/23. There has been no increase this year due to the need to reflect the cost of the Council of processing the same which limits the ability to increase fees.

It should be noted that:

- Where applicants can apply for 1, 2 or 3 year licences, fees for 2 and 3 years are based on 95% and 90% of the cost of 1 year licence respectively.
- The charge for Taxi wheelchair exemption certificates is for the duration of the licence or a temporary period as determined.
- No charges are applied for Charity Car Boot Sales or Public Charitable Collection Permits.

### **Environmental Health**

Increased charges for Environmental Health take into account cost efficiency and benchmarking. The charge is 10% increase per function with the exception of pest control charges where no increases have been applied.

It should be noted that:

- The Riding Establishments Fee does not include a veterinary inspector's fee which is variable.
- Licence fees for animal boarding, dog breeding, dangerous wild animals and pet shops is exclusive of Vets fees (at first licence or in event of complaint/compliance concerns

where specialist report required at renewal of licence). Vet fees vary and are 100% recovered.

### **Trading Standards**

There are no increases to Trading Standards fees which are statutory with the exception of Weights and Measures Equipment Test Fees increased by 10% after benchmarking carried out.

### **Landlord fees**

No increases will be introduced to Landlord Registration Fees. All charges are statutory.

## **Corporate Solutions**

### **Library Service**

No increases across Library services with the exception of a 20-50% increase for black and white printing and photocopying and laminating. No increases have been applied to colour printing or copying. Charges determined by a benchmarking exercise with other local authorities.

Charges for fines, CD/DVD hire was removed in March 2021.

Statutory charges have not been increased recently.

Charges to undertake local studies research has been introduced. This will include 30 minutes of free research then charges applied thereafter. Charge determined by benchmarking exercise with East Lothian who currently charge £28.00 with an archivist to assist.

It should be noted that:

- Printing (black, white and colour); Photocopies (black, white, colour, A4 and A3 single & multiple sheets); and Laminating (A3 and A4 per sheet) charges are harmonised across all Council services/outlets in line with pricing policy.
- Fax sending (UK per sheet & Europe) will be held to a maximum of £4.50;
- Fax sending (Europe per sheet) will be held to a maximum of £6.50;
- Fax sending (International per sheet) will be held to a maximum of £7.50.

### **Registrars**

No increases have been applied to registers with the exception of postage charges for Birth, Death, Marriage, Civil Partnership Extracts after one month of registration, charges have been increased to £3.00 from £1.00 to introduce a flat rate charge rather than a standard.

It should be noted that:

- The ceremony for Baby naming and the renewal of vows is a new service and therefore no increases will be applied due to low volumes.
- Birth, Death, Marriage, Civil Partnership Extracts after one month of registration (including priority service) includes a statutory charge of £10.00.
- Changes to baby naming ceremonies and renewal of vows were reviewed in October 2019 as part of transforming registration work.

### **Street name and numbering**

Charges for Street name and numbering have been increased by 15%. It should be noted that with the exception of the naming and numbering of 1 property all other charges are services geared towards property developers.

This service was introduced brought in under benchmarked average.

## **Health and Social Care**

### **Adult Social Care**

No increases to Adult Health and Social care charges as part of the review of Council fees. Midlothian Health and Social Care Partnership are currently undertaking some work to review their charging policy and eligibility criteria. This will require some benchmarking and will also

need to take account of the still pending funding settlement for 2023-24 directed by the Scottish Government and agreed by Midlothian Council and NHS Lothian.

It should be noted that:

- Homecare charges, Housing support charges, Day centre meals and Care home charges are determined by a financial assessment with a maximum charge.

### **Leisure Centre facilities and Snowsports**

There are no increases to Leisure centre prices and as part of the transfer of Sport and Leisure to Health and Social Care directorate a wholesale review of the charging structure within Sport and Leisure will be undertaken in due course to maximise customer volume and align with the wellbeing agenda.

It should be noted that:

- Charges for major events including full centre event hire, bar pitch and catering pitch will vary and a price agreed on application with a set minimum and maximum charge for each.

### **Harmonised Pitches and Hall charges**

No charges have been applied.

It should be noted that:

- Concessions will be applied in accordance with the Concession Policy.

## **Children, Young People and Partnerships**

### **Evening classes**

Charges have been reviewed and increased over the last few years and therefore no increases for 2023/24 in order to improve uptake of the service.

It should be noted that:

- The exam fee is statutory and set by the Scottish Qualifications Authority.
- Retired people in receipt of benefits, will qualify for a subsidised concessionary rate. Those in receipt of Council Tax reductions (no single person occupancy rebates), Housing Benefit, Pension Credit, Incapacity Benefit, Unemployed/Job Seekers Allowance, Working Tax Credit or Universal Credit.
- Customers registering for qualifications who meet the criteria (in low paid work, no qualifications above a certain level etc) qualify for an Individual Learning Account from SDS of up to £200.

There are no increases to Beeslack High School classes in order to continue to align with Lifelong Learning and Education charges.

### **Education leisure services (Beeslack High School)**

There are no increases to charges for Beeslack High School leisure services to align with the 0% increase applied to Sport and Leisure. Charges for Beeslack will align with new leisure charges in order to remain consistent for Midlothian users no matter what facility they use.

Please send an electronic copy of completed forms to [lesley.crozier@midlothian.gov.uk](mailto:lesley.crozier@midlothian.gov.uk)



**Midlothian Council**

**Equality Impact Assessment (EqIA) of Budget**

**Proposals**

**2022**

Name of Budget Saving	School Crossing Patrol Service ( <i>Proposal 6</i> )
Department and service area	Place – Neighbourhood Services
Completion Date	August 2022
Lead officer	Derek Oliver

**Aims and Objectives**

The aim is to reduce/withdraw the school crossing patrol service.

1. Does the proposed budget saving affect people? **Yes**

2. What is/are the reason(s) for your proposed budget saving?

Savings are part of a process of continual review of service provision as we seek to secure operational efficiencies and redesign services in response to the financial challenge.

### 3. Impact

Which of the protected characteristics\* will the proposed budget saving have an impact upon?

Equality Target Group*	Positive Impact	Negative Impact	Relevant evidence/ information
Age	None	Would increase risk to children and young people of harm from motorists	
Disability	None	As above in particular areas where there is no alternative traffic management provision	
Gender Reassignment	None	None	
Marriage & Civil Partnership	None	None	
Pregnancy and maternity	None	None	
Race	None	None	
Religion or Belief	None	None	
Sex	None	None	
Sexual Orientation	None	None	
Socio Economic Deprivation	None	As above in particular areas where there is no alternative traffic management provision	

4. How will the implementation of the proposed budget saving be communicated to those affected by any changes?

Parents and schools would be communicated with to explain changes.

Any staffing impact will be conducted through the Council's Policy for Managing Change, to consult with employees scoped into the service and management reviews. Formal consultation with affected staff and representative unions would take place.

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5. How will you monitor the impact of the changes proposed? When is the budget due to be reviewed?

There are a number of performance indicators that will be used to measure the impact of a new service delivery model in addition to budget updates being provided.

6. Please use the space below to detail any other matters arising from the Equality Impact Assessment (EqIA) process.

Option to align with 20mph speed limit introduction.

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**Midlothian Council**

**Equality Impact Assessment (EqIA) of Budget**

**Proposals**

**2022**

Name of Budget Saving	Remove Christmas light funding and Galas and events support costs recovery or cancel ( <i>Proposals 7/8</i> )
Department and service area	Place – Neighbourhood Services
Completion Date	August 2022
Lead officer	Derek Oliver

**Aims and Objectives**

The aim is to reduce funding for Christmas lights and cease gala day/event funding.

1. Does the proposed budget saving affect people? **Yes**

2. What is/are the reason(s) for your proposed budget saving?

Savings are part of a process of continual review of service provision as we seek to secure operational efficiencies and redesign services in response to the financial challenge.



### 3. Impact

Which of the protected characteristics\* will the proposed budget saving have an impact upon?

Equality Target Group*	Positive Impact	Negative Impact	Relevant evidence/ information
Age	None	None	
Disability	None	None	
Gender Reassignment	None	None	
Marriage & Civil Partnership	None	None	
Pregnancy and maternity	None	None	
Race	None	None	
Religion or Belief	None	None	
Sex	None	None	
Sexual Orientation	None	None	
Socio Economic Deprivation	None	None	

4. How will the implementation of the proposed budget saving be communicated to those affected by any changes?

Community groups would be communicated with to explain changes.

Any staffing impact will be conducted through the Council's Policy for Managing Change, to consult with employees scoped into the service and management reviews. Formal consultation with affected staff and representative unions would take place.

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5. How will you monitor the impact of the changes proposed? When is the budget due to be reviewed?

. There are a number of performance indicators that will be used to measure the impact of a new service delivery model in addition to budget updates being provided.

6. Please use the space below to detail any other matters arising from the Equality Impact Assessment (EqIA) process.

It is suggested that a remodeling of support could be explored i.e. community groups coming together to support each other and pool resources, and be provided with advice/guidance to access external funding sources.

Rechargeable service is an alternative option or Sponsorship is an alternative option.

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**Midlothian Council**

**Equality Impact Assessment (EqIA) of Budget**

**Proposals**

**2022**

Name of Budget Saving	Dalkeith Bowling Green maintenance cancelled ( <i>Proposal 9</i> )
Department and service area	Place – Neighbourhood Services
Completion Date	August 2022
Lead officer	Derek Oliver

**Aims and Objectives**

This measure would mean that no further maintenance on the green, other than occasional grass cutting for amenity purposes.

1. Does the proposed budget saving affect people?

**Yes**

2. What is/are the reason(s) for your proposed budget saving?

Savings are part of a process of continual review of service provision as we seek to secure operational efficiencies and redesign services in response to the financial challenge.

### 3. Impact

Which of the protected characteristics\* will the proposed budget saving have an impact upon?

Equality Target Group*	Positive Impact	Negative Impact	Relevant evidence/ information
Age	None	None	All service users would have to look for alternative facilities.
Disability	None	None	
Gender Reassignment	None	None	
Marriage & Civil Partnership	None	None	
Pregnancy and maternity	None	None	
Race	None	None	
Religion or Belief	None	None	
Sex	None	None	
Sexual Orientation	None	None	
Socio Economic Deprivation	None	None	

4. How will the implementation of the proposed budget saving be communicated to those affected by any changes?

Changes will be communicated clearly to all users.

Any staffing impact will be conducted through the Council's Policy for Managing Change, to consult with employees scoped into the service and management reviews. Formal consultation with affected staff and representative unions would take place.

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5. How will you monitor the impact of the changes proposed? When is the budget due to be reviewed?

There are a number of performance indicators that will be used to measure the impact of a new service delivery model in addition to budget updates being provided.

6. Please use the space below to detail any other matters arising from the Equality Impact Assessment (EqIA) process.

Community Asset Transfer is an alternative option or a chargeable service is an alternative option.

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**Midlothian Council**

**Equality Impact Assessment (EqIA) of Budget**

**Proposals**

**2022**

Name of Budget Saving	Reduce shrub bed maintenance and Reduction in frequency of grass cutting ( <i>Proposals 10/21</i> )
Department and service area	Place – Neighbourhood Services
Completion Date	August 2022
Lead officer	Derek Oliver

**Aims and Objectives**

The aim is to reduce the frequency of grass cutting and shrub bed maintenance. This would reduce to a minimal number of cuts per year, focused on locations where grass & shrubbery impinges sight lines and causes a hazard. This would also, over time, save on the replacement frequency of planting.

1. Does the proposed budget saving affect people? **Yes**

2. What is/are the reason(s) for your proposed budget saving?

Savings are part of a process of continual review of service provision as we seek to secure operational efficiencies and redesign services in response to the financial challenge.

**3. Impact**

Which of the protected characteristics\* will the proposed budget saving have an impact upon?

Equality Target Group*	Positive Impact	Negative Impact	Relevant evidence/ information
Age	None	None	
Disability	None	None	

Gender Reassignment	None	None	
Marriage & Civil Partnership	None	None	
Pregnancy and maternity	None	None	
Race	None	None	
Religion or Belief	None	None	
Sex	None	None	
Sexual Orientation	None	None	
Socio Economic Deprivation	None	None	

4. How will the implementation of the proposed budget saving be communicated to those affected by any changes?

Any staffing impact will be conducted through the Council's Policy for Managing Change, to consult with employees scoped into the service and management reviews. Formal consultation with affected staff and representative unions would take place.

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5. How will you monitor the impact of the changes proposed? When is the budget due to be reviewed?

There are a number of performance indicators that will be used to measure the impact of a new service delivery model in addition to budget updates being provided.

6. Please use the space below to detail any other matters arising from the Equality Impact Assessment (EqIA) process.

Note that this would impact on the visual amenity of areas/greenspaces and may generate an increase in complaints.

An alternative option is for community involvement in maintenance and planting.  
An alternative option is for income generation through sponsored advertising.

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**Midlothian Council**

**Equality Impact Assessment (EqIA) of Budget**

**Proposals**

**2022**

Name of Budget Saving	PPP school closures during holidays ( <i>Proposal 11</i> )
Department and service area	Place – Property and Facilities Management
Completion Date	August 2022
Lead officer	Derek Oliver

**Aims and Objectives**

The aim is to close PPP schools during holidays

1. Does the proposed budget saving affect people? **Yes**

2. What is/are the reason(s) for your proposed budget saving?

Savings are part of a process of continual review of service provision as we seek to secure operational efficiencies and redesign services in response to the financial challenge.



### 3. Impact

Which of the protected characteristics\* will the proposed budget saving have an impact upon?

Equality Target Group*	Positive Impact	Negative Impact	Relevant evidence/information
Age	None	People that use the facility would have to find alternative locations. This may impact on social activities, further education activity and support groups/clubs who would have to relocate or cease.	
Disability	None	As above	
Gender Reassignment	None	As above	
Marriage & Civil Partnership	None	As above	
Pregnancy and maternity	None	As above	
Race	None	As above	
Religion or Belief	None	As above	
Sex	None	As above	
Sexual Orientation	None	As above	
Socio Economic Deprivation	None	As above	

4. How will the implementation of the proposed budget saving be communicated to those affected by any changes?

Changes will be communicated clearly to all users.

Any staffing impact will be conducted through the Council's Policy for Managing Change, to consult with employees scoped into the service and management reviews. Formal consultation with affected staff and representative unions would take place.

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3658 or [equalities@midlothian.gov.uk](mailto:equalities@midlothian.gov.uk)

5. How will you monitor the impact of the changes proposed? When is the budget due to be reviewed?

There are a number of performance indicators that will be used to measure the impact of a new service delivery model in addition to budget updates being provided.

6. Please use the space below to detail any other matters arising from the Equality Impact Assessment (EqIA) process.

Cost recovery alternative from user groups

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**Midlothian Council**

**Equality Impact Assessment (EqIA) of Budget**

**Proposals**

**2022**

Name of Budget Saving	Cease out of hours footpath gritting ( <i>Proposal 12</i> )
Department and service area	Place – Neighbourhood Services
Completion Date	August 2022
Lead officer	Derek Oliver

**Aims and Objectives**

The aim is to cease out of hours footpath gritting

1. Does the proposed budget saving affect people? **Yes**

2. What is/are the reason(s) for your proposed budget saving?

Savings are part of a process of continual review of service provision as we seek to secure operational efficiencies and redesign services in response to the financial challenge.

### 3. Impact

Which of the protected characteristics\* will the proposed budget saving have an impact upon?

Equality Target Group*	Positive Impact	Negative Impact	Relevant evidence/ information
Age	None	It is likely that some people would find it more physically challenging during extreme weather conditions to grit footpaths themselves. Less gritting raises the risk of slips, trips and falls, or the inability for some residents to leave their property during these weather conditions.	
Disability	None	As above	
Gender Reassignment	None	None	
Marriage & Civil Partnership	None	None	
Pregnancy and maternity	None	As above	
Race	None	None	
Religion or Belief	None	None	
Sex	None	None	
Sexual Orientation	None	None	
Socio Economic Deprivation	None	None	

4. How will the implementation of the proposed budget saving be communicated to those affected by any changes?

Changes will be communicated clearly to all residents.

Any staffing impact will be conducted through the Council's Policy for Managing Change, to consult with employees scoped into the service and management reviews. Formal consultation with affected staff and representative unions would take place.

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5. How will you monitor the impact of the changes proposed? When is the budget due to be reviewed?

There are a number of performance indicators that will be used to measure the impact of a new service delivery model in addition to budget updates being provided.

6. Please use the space below to detail any other matters arising from the Equality Impact Assessment (EqIA) process.

Crews would continue treating carriageways out of hours.

Please send an electronic copy of completed forms to [lesley.crozier@midlothian.gov.uk](mailto:lesley.crozier@midlothian.gov.uk)



## Midlothian Council

### Equality Impact Assessment (EqIA) of Budget

#### Proposals

2022

Name of Budget Saving	Supported Bus Travel and Community Transport funding ( <i>Proposals 13/14</i> )
Department and service area	Place – Neighbourhood Services
Completion Date	August 2022
Lead officer	Derek Oliver

#### Aims and Objectives

The aim is reduce the funding for Community Transport and supported bus travel. This would result in a cessation of service in some parts of the county.

1. Does the proposed budget saving affect people? **Yes**

2. What is/are the reason(s) for your proposed budget saving?

Savings are part of a process of continual review of service provision as we seek to secure operational efficiencies and redesign services in response to the financial challenge.

### 3. Impact

Which of the protected characteristics\* will the proposed budget saving have an impact upon?

Equality Target Group*	Positive Impact	Negative Impact	Relevant evidence/ information
Age	None	These transport services are in some geographical areas the only transport provision for users.	
Disability	None	As above	
Gender Reassignment	None	None	
Marriage & Civil Partnership	None	None	
Pregnancy and maternity	None	As above	
Race	None	None	
Religion or Belief	None	None	
Sex	None	None	
Sexual Orientation	None	None	
Socio Economic Deprivation	None	As above	

4. How will the implementation of the proposed budget saving be communicated to those affected by any changes?

Changes will be communicated clearly to all residents.

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5. How will you monitor the impact of the changes proposed? When is the budget due to be reviewed?

. There are a number of performance indicators that will be used to measure the impact of a new service delivery model in addition to budget updates being provided.

6. Please use the space below to detail any other matters arising from the Equality Impact Assessment (EqIA) process.

It is suggested that alternative bus provision is considered through discussions with Lothian Buses. Note that recent threats to service reduction by other providers has resulted in petitions and dissatisfaction expressed by the community.

The use of the U22 free bus travel entitlement and active travel routes should be considered and assessed for feasibility as alternatives.

Please send an electronic copy of completed forms to [lesley.crozier@midlothian.gov.uk](mailto:lesley.crozier@midlothian.gov.uk)





**Midlothian Council**

**Equality Impact Assessment (EqIA) of Budget**

**Proposals**

**2022**

Name of Budget Saving	Economic Recovery – Discretionary charge for Planning Services and Building Standards – increase fees for non-statutory duties and continue virtual inspections ( <i>Proposals 15/16</i> )
Department and service area	Place
Completion Date	August 2022
Lead officer	Derek Oliver

**Aims and Objectives**

The aim is to (1) apply discretionary charges for Planning Services and (2) increase Building Standards fees for non-statutory duties and continue virtual inspections

1. Does the proposed budget saving affect people? **No**

2. What is/are the reason(s) for your proposed budget saving?

Savings are part of a process of continual review of service provision as we seek to secure operational efficiencies and redesign services in response to the financial challenge.

### 3. Impact

Which of the protected characteristics\* will the proposed budget saving have an impact upon?

Equality Target Group*	Positive Impact	Negative Impact	Relevant evidence/information
Age	None	None	
Disability	None	None	
Gender Reassignment	None	None	
Marriage & Civil Partnership	None	None	
Pregnancy and maternity	None	None	
Race	None	None	
Religion or Belief	None	None	
Sex	None	None	
Sexual Orientation	None	None	
Socio Economic Deprivation	None	None	

4. How will the implementation of the proposed budget saving be communicated to those affected by any changes?

Fees will be communicated clearly to all applicants

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5. How will you monitor the impact of the changes proposed? When is the budget due to be reviewed?

. There are a number of performance indicators that will be used to measure the impact of a new service delivery model in addition to budget updates being provided.

6. Please use the space below to detail any other matters arising from the Equality Impact Assessment (EqIA) process.

N/A

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**Midlothian Council**

**Equality Impact Assessment (EqIA) of Budget**

**Proposals**

**2022**

Name of Budget Saving	Penicuik Recycling Centre closure ( <i>Proposal 17</i> )
Department and service area	Place – Neighbourhood Services
Completion Date	August 2022
Lead officer	Derek Oliver

**Aims and Objectives**

The aim is to close Penicuik Recycling Centre, which is one of two facilities in Midlothian.

1. Does the proposed budget saving affect people? **Yes**

2. What is/are the reason(s) for your proposed budget saving?

Savings are part of a process of continual review of service provision as we seek to secure operational efficiencies and redesign services in response to the financial challenge.

### 3. Impact

Which of the protected characteristics\* will the proposed budget saving have an impact upon?

Equality Target Group*	Positive Impact	Negative Impact	Relevant evidence/ information
Age	None	May find it harder to access Stobhill facility depending on their ability to travel and their location	
Disability	None	As above	
Gender Reassignment	None	None	
Marriage & Civil Partnership	None	None	
Pregnancy and maternity	None	As above	
Race	None	None	
Religion or Belief	None	None	
Sex	None	None	
Sexual Orientation	None	None	
Socio Economic Deprivation	None	As above	

4. How will the implementation of the proposed budget saving be communicated to those affected by any changes?

Closure information and alternative provision will be communicated to customers via a communications plan.

Any staffing impact will be conducted through the Council's Policy for Managing Change, to consult with employees scoped into the service and management reviews. Formal consultation with affected staff and representative unions would take place.

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5. How will you monitor the impact of the changes proposed? When is the budget due to be reviewed?

. There are a number of performance indicators that will be used to measure the impact of a new service delivery model in addition to budget updates being provided.

6. Please use the space below to detail any other matters arising from the Equality Impact Assessment (EqIA) process.

N/A

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**Midlothian Council**

**Equality Impact Assessment (EqIA) of Budget**

**Proposals**

**2022**

Name of Budget Saving	Stand Alone Public Toilet closures ( <i>Proposal 18</i> )
Department and service area	Place – Property and Facilities Management
Completion Date	August 2022
Lead officer	Derek Oliver

**Aims and Objectives**

The aim is to reduce costs by closing the 5 stand alone public toilets in Dalkeith, Loanhead, Penicuik, Bonnyrigg and Gorebridge. This saves on servicing costs and increased maintenance, due to vandalism, as well as closing access to those who continue to misuse the premises.

Alternative service delivery options including operatives generic working, and self-cleaning automated toilets which are charged may be introduced. Additionally there are a number of public facing buildings and services across the Council and partner estates that can be utilised such as libraries, medical centers etc. to ensure appropriate provision for the public.

It should be noted that some locations are currently closed due to the deterioration of the facilities i.e. the cost of repairs is too high, and we have received minimum complaints.

1. Does the proposed budget saving affect people? **Yes – the public and staff**

2. What is/are the reason(s) for your proposed budget saving?

Savings are part of a process of continual review of service provision as we seek to secure operational efficiencies and redesign services in response to the financial challenge.

### 3. Impact

Which of the protected characteristics\* will the proposed budget saving have an impact upon?

Equality Target Group*	Positive Impact	Negative Impact	Relevant evidence/information
Age	Toilets are currently unmanned and subject to regular vandalism. Closing the toilets are pointing to alternatives in high footfall locations such as shops, libraries etc would ensure public safety and reduce risk of harm when using the current facilities alone.	Inconvenience of not having fully accessible public toilets in major towns.	There are a number of public facing buildings and services across the Council and partner estates that can be utilised such as libraries, medical centres etc. to ensure appropriate provision for the public.
Disability	As above.	As above.	As above.
Gender Reassignment	As above.	As above	As above.
Marriage & Civil Partnership	As above.	As above	As above.
Pregnancy and maternity	As above.	As above	As above.
Race	As above.	As above.	As above.
Religion or Belief	As above.	As above	As above.
Sex	As above.	As above	As above.
Sexual Orientation	As above.	As above	As above.
Socio Economic Deprivation	As above.	As above	As above.

4. How will the implementation of the proposed budget saving be communicated to those affected by any changes?

A communications plan will be put in place to inform the public of any closures and alternative sites.

Any staffing impact will be conducted through the Council's Policy for Managing Change, to consult with employees scoped into the service and management reviews. Formal consultation with affected staff and representative unions would take place.

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5. How will you monitor the impact of the changes proposed? When is the budget due to be reviewed?

There are a number of performance indicators that will be used to measure the impact of a new service delivery model in addition to budget updates being provided.

6. Please use the space below to detail any other matters arising from the Equality Impact Assessment (EqIA) process.

In the first year there would be a one off capital cost for the demolition of the buildings. Alternative option is community use or CAT or commercial use.

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## Equality Impact Assessment (EqIA) of Budget

### Proposals

2022

Name of Budget Saving	Burials Income raised to Scottish Average value ( <i>Proposal 19</i> )
Department and service area	Place – Neighbourhood Services
Completion Date	August 2022
Lead officer	Derek Oliver

#### Aims and Objectives

The aim is to increase burials fees.

1. Does the proposed budget saving affect people? **Yes**

2. What is/are the reason(s) for your proposed budget saving?

Savings are part of a process of continual review of service provision as we seek to secure operational efficiencies and redesign services in response to the financial challenge.

### 3. Impact

Which of the protected characteristics\* will the proposed budget saving have an impact upon?

Equality Target Group*	Positive Impact	Negative Impact	Relevant evidence/ information
Age	None	Funeral poverty affects those in vulnerable groups	Increases would be benchmarked with other Local Authorities
Disability	None	As above	As above
Gender Reassignment	None	None	
Marriage & Civil Partnership	None	None	
Pregnancy and maternity	None	None	
Race	None	None	
Religion or Belief	None	None	
Sex	None	None	
Sexual Orientation	None	None	
Socio Economic Deprivation	None	As above	As above

4. How will the implementation of the proposed budget saving be communicated to those affected by any changes?

All fee increases will be communicated clearly to customers

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5. How will you monitor the impact of the changes proposed? When is the budget due to be reviewed?

There are a number of performance indicators that will be used to measure the impact of a new service delivery model in addition to budget updates being provided.

6. Please use the space below to detail any other matters arising from the Equality Impact Assessment (EqIA) process.

Raise awareness of the Social Security in Scotland Funeral Support Payment

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## Midlothian Council

### Equality Impact Assessment (EqIA) of Budget

#### Proposals

2022

Name of Budget Saving	Non Housing Maintenance budget reduction ( <i>Proposal 20</i> )
Department and service area	Place – Building Services
Completion Date	August 2022
Lead officer	Derek Oliver

#### Aims and Objectives

The aim is to reduce the non-Housing Maintenance budget. This would result in a reduction in staffing and delivery of service/repairs. This would require a redesign of the current service and a reprioritization of works to focus on those that are urgent and deemed to be a Safe and Secure risk first, with a reduced budget for all else.

1. Does the proposed budget saving affect people? **Yes**

2. What is/are the reason(s) for your proposed budget saving?

Savings are part of a process of continual review of service provision as we seek to secure operational efficiencies and redesign services in response to the financial challenge.

#### 3. Impact

Which of the protected characteristics\* will the proposed budget saving have an impact upon?

Equality Target Group*	Positive Impact	Negative Impact	Relevant evidence/information
Age	None	None	
Disability	None	None	
Gender Reassignment	None	None	

Marriage & Civil Partnership	None	None	
Pregnancy and maternity	None	None	
Race	None	None	
Religion or Belief	None	None	
Sex	None	None	
Sexual Orientation	None	None	
Socio Economic Deprivation	None	None	

4. How will the implementation of the proposed budget saving be communicated to those affected by any changes?

Any staffing impact will be conducted through the Council's Policy for Managing Change, to consult with employees scoped into the service and management reviews. Formal consultation with affected staff and representative unions would take place.

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5. How will you monitor the impact of the changes proposed? When is the budget due to be reviewed?

. There are a number of performance indicators that will be used to measure the impact of a new service delivery model in addition to budget updates being provided.

6. Please use the space below to detail any other matters arising from the Equality Impact Assessment (EqIA) process.

Note this affects non housing maintenance i.e. properties across the estate that are not housing. A re-prioritization of works and service levels may result in complaints from building users.

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**Midlothian Council**

**Equality Impact Assessment (EqIA) of Budget**

**Proposals**

**2022**

Name of Budget Saving	Safety Advisory Group co-ordination fee (Proposal 22)
Department and service area	Place – Protective Services
Completion Date	August 2022
Lead officer	Derek Oliver

**Aims and Objectives**

The aim is to generate income through charging a coordination fee via the Safety Advisory Group (SAG). The SAG process is a multi-agency approach towards ensuring that organisers of events plan for and then implement their processes in a manner that is safe for everybody involved with, and impacted by, the event.

The coordination fee would be applied to commercial events (i.e. non-community events) to aid them in ensuring that their event takes place safely. Currently, the SAG engages with circa 90 events/year (figures taken post-COVID) and circa 40% of these are commercial.

1. Does the proposed budget saving affect people? **No**

2. What is/are the reason(s) for your proposed budget saving?

Savings are part of a process of continual review of service provision as we seek to secure operational efficiencies and redesign services in response to the financial challenge.

### 3. Impact

Which of the protected characteristics\* will the proposed budget saving have an impact upon?

Equality Target Group*	Positive Impact	Negative Impact	Relevant evidence/information
Age	None	None	
Disability	None	None	
Gender Reassignment	None	None	
Marriage & Civil Partnership	None	None	
Pregnancy and maternity	None	None	
Race	None	None	
Religion or Belief	None	None	
Sex	None	None	
Sexual Orientation	None	None	
Socio Economic Deprivation	None	None	

4. How will the implementation of the proposed budget saving be communicated to those affected by any changes?

All commercial events will be informed of the coordination fee at the start of the event management process.

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5. How will you monitor the impact of the changes proposed? When is the budget due to be reviewed?

. There are a number of performance indicators that will be used to measure the impact of a new service delivery model in addition to budget updates being provided.

6. Please use the space below to detail any other matters arising from the Equality Impact Assessment (EqIA) process.

N/A

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**Midlothian Council**

**Equality Impact Assessment (EqIA) of Budget**

**Proposals**

**2022**

Name of Budget Saving	Protective Services: Trading Standards Collaboration, Efficiencies & Income Generation ( <i>Proposal 23</i> )
Department and service area	Place – Protective Services
Completion Date	August 2022
Lead officer	Derek Oliver

**Aims and Objectives**

The aim is to reduce costs by equivalent of the 2FTE Trading Standards Officers. This would leave 1 FTE Principal Officer/Depute Laboratory Manager, reducing the enforcement capacity of the service.

This would result in the service only able to respond reactively and reduce the capacity to proactively promote campaigns on Trading Standards, anti-scam awareness etc. and reduce the capacity to investigate and/or increase the time taken to investigate complaints.

As part of the service redesign the service should look at ways to work with other organisations such as Citizen’s Advice, National Trading Standards, Police Scotland etc. to supplement the loss of preventative and awareness raising activity.

1. Does the proposed budget saving affect people? **Yes**

2. What is/are the reason(s) for your proposed budget saving?

Savings are part of a process of continual review of service provision as we seek to secure operational efficiencies and redesign services in response to the financial challenge.



### 3. Impact

Which of the protected characteristics\* will the proposed budget saving have an impact upon?

Equality Target Group*	Positive Impact	Negative Impact	Relevant evidence/information
Age	None	Scams target vulnerable client groups. The capacity to raise awareness of these and investigate would reduce	
Disability	None	As above	
Gender Reassignment	None	None	
Marriage & Civil Partnership	None	None	
Pregnancy and maternity	None	None	
Race	None	None	
Religion or Belief	None	None	
Sex	None	None	
Sexual Orientation	None	None	
Socio Economic Deprivation	None	As above	

4. How will the implementation of the proposed budget saving be communicated to those affected by any changes?

Any staffing impact will be conducted through the Council's Policy for Managing Change, to consult with employees scoped into the service and management reviews. Formal consultation with affected staff and representative unions would take place.

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5. How will you monitor the impact of the changes proposed? When is the budget due to be reviewed?

There are a number of performance indicators that will be used to measure the impact of a new service delivery model in addition to budget updates being provided.

6. Please use the space below to detail any other matters arising from the Equality Impact Assessment (EqIA) process.

Shared Services potential to be investigated

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**Midlothian Council**

**Equality Impact Assessment (EqIA) of Budget**

**Proposals**

**2022**

Name of Budget Saving	Cease the Night Security Service at Stobhill Depot ( <i>Proposal 24</i> )
Department and service area	Place – Neighbourhood Services
Completion Date	August 2022
Lead officer	Derek Oliver

**Aims and Objectives**

The aim is to reduce costs by ceasing the night security service at Stobhill Depot.

1. Does the proposed budget saving affect people? **Yes**

2. What is/are the reason(s) for your proposed budget saving?

Savings are part of a process of continual review of service provision as we seek to secure operational efficiencies and redesign services in response to the financial challenge.

<b>3. Impact</b>			
Which of the protected characteristics* will the proposed budget saving have an impact upon?			
<b>Equality Target Group*</b>	<b>Positive Impact</b>	<b>Negative Impact</b>	<b>Relevant evidence/ information</b>
Age	None	None	
Disability	None	None	
Gender Reassignment	None	None	
Marriage & Civil Partnership	None	None	
Pregnancy and maternity	None	None	
Race	None	None	
Religion or Belief	None	None	
Sex	None	None	
Sexual Orientation	None	None	
Socio Economic Deprivation	None	None	

4. How will the implementation of the proposed budget saving be communicated to those affected by any changes?

Any staffing impact will be conducted through the Council's Policy for Managing Change, to consult with employees scoped into the service and management reviews. Formal consultation with affected staff and representative unions would take place.

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5. How will you monitor the impact of the changes proposed? When is the budget due to be reviewed?

. There are a number of performance indicators that will be used to measure the impact of a new service delivery model in addition to budget updates being provided.

6. Please use the space below to detail any other matters arising from the Equality Impact Assessment (EqIA) process.

N/A

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## Midlothian Council

### Equality Impact Assessment (EqIA) of Budget

#### Proposals

2022

Name of Budget Saving	Reduce 5 FTE Grade 1 Property and Facilities Management ( <i>Proposal 25</i> )
Department and service area	Place – Property and Facilities Management
Completion Date	August 2022
Lead officer	Derek Oliver

#### Aims and Objectives

Vacancies deletion would realise equivalent 5FTE posts across the Facilities Management Team

1. Does the proposed budget saving affect people? **Yes**

2. What is/are the reason(s) for your proposed budget saving?

Savings are part of a process of continual review of service provision as we seek to secure operational efficiencies and redesign services in response to the financial challenge.

### 3. Impact

Which of the protected characteristics\* will the proposed budget saving have an impact upon?

Equality Target Group*	Positive Impact	Negative Impact	Relevant evidence/ information
Age	None	None	Affected areas/services /buildings will notice a reduction in property & cleanliness.
Disability	None	None	As above.
Gender Reassignment	None	None	As above.
Marriage & Civil Partnership	None	None	As above.
Pregnancy and maternity	None	None	As above.
Race	None	None	As above.
Religion or Belief	None	None	As above.
Sex	None	None	As above.
Sexual Orientation	None	None	As above.
Socio Economic Deprivation	None	None	As above.

4. How will the implementation of the proposed budget saving be communicated to those affected by any changes?

Any staffing impact will be conducted through the Council's Policy for Managing Change, to consult with employees scoped into the service and management reviews. Formal consultation with affected staff and representative unions would take place.

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5. How will you monitor the impact of the changes proposed? When is the budget due to be reviewed?

. There are a number of performance indicators that will be used to measure the impact of a new service delivery model in addition to budget updates being provided.

6. Please use the space below to detail any other matters arising from the Equality Impact Assessment (EqIA) process.

N/A

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**Midlothian Council**

**Equality Impact Assessment (EqIA) of Budget**

**Proposals**

**2022**

Name of Budget Saving	Reduce Countryside Rangers Posts ( <i>Proposal 26</i> )
Department and service area	Place – Neighbourhood Services
Completion Date	August 2022
Lead officer	Derek Oliver

**Aims and Objectives**

The aim is to reduce costs by reducing the current Countryside Ranger staffing complement by 2FTE.

1. Does the proposed budget saving affect people? **Yes**

2. What is/are the reason(s) for your proposed budget saving?

Savings are part of a process of continual review of service provision as we seek to secure operational efficiencies and redesign services in response to the financial challenge.



### 3. Impact

Which of the protected characteristics\* will the proposed budget saving have an impact upon?

Equality Target Group*	Positive Impact	Negative Impact	Relevant evidence/ information
Age	None	None	The public will notice a reduction in the provision of the ranger service. It is likely that this will affect those activities that are seen as 'nice to do'.
Disability	None	None	As above.
Gender Reassignment	None	None	As above.
Marriage & Civil Partnership	None	None	As above.
Pregnancy and maternity	None	None	As above.
Race	None	None	As above.
Religion or Belief	None	None	As above.
Sex	None	None	As above.
Sexual Orientation	None	None	As above.
Socio Economic Deprivation	None	None	As above.

4. How will the implementation of the proposed budget saving be communicated to those affected by any changes?

Any staffing impact will be conducted through the Council's Policy for Managing Change, to consult with employees scoped into the service and management reviews. Formal consultation with affected staff and representative unions would take place.

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5. How will you monitor the impact of the changes proposed? When is the budget due to be reviewed?

. There are a number of performance indicators that will be used to measure the impact of a new service delivery model in addition to budget updates being provided.

6. Please use the space below to detail any other matters arising from the Equality Impact Assessment (EqIA) process.

N/A

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## Midlothian Council

### Equality Impact Assessment (EqIA) of Budget

#### Proposals

2022

Name of Budget Saving	Cease the Midlothian Community Action Team ( <i>Proposal 27</i> )
Department and service area	Place – Protective Services
Completion Date	Ongoing
Lead officer	Derek Oliver, Chief Officer Place

#### Aims and Objectives

This proposal would be to terminate the SLA between Midlothian Council and Police Scotland for the Midlothian Community Action Team (MCAT). Currently, this provides 2FTE Police Scotland Sergeants and 12FTE Police Scotland Constables. The aim of the MCAT is to impact positively on the quality of life within the communities of Midlothian, concentrating on preventing anti-social behaviour and crime.

1. Does the proposed budget saving affect people? **Yes**

2. What is/are the reason(s) for your proposed budget saving?

.To achieve budget savings

#### 3. Impact

Which of the protected characteristics\* will the proposed budget saving have an impact upon?

Equality Target Group*	Positive Impact	Negative Impact	Relevant evidence/ information

Age		All protected characteristics are at risk of potentially increased negative impacts as a result of this proposal. The MCAT aim to reduce crime and anti-social behaviour and crime generally and ASB is targeted at those groups that are more vulnerable and likely to identify with one or more protected characteristics.	
Disability			
Gender Reassignment			
Marriage & Civil Partnership			
Pregnancy and maternity			
Race			
Religion or Belief			
Sex			
Sexual Orientation			
Socio Economic Deprivation			

4. How will the implementation of the proposed budget saving be communicated to those affected by any changes?

Communication to Police Scotland would be made under the terms of the current agreement

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5. How will you monitor the impact of the changes proposed? When is the budget due to be reviewed?

Through crime reports and ASB reported levels and service performance reporting to the Midlothian Police and Fire & Rescue Board, the Council's Cabinet and Performance Review & Scrutiny Committee.

6. Please use the space below to detail any other matters arising from the Equality Impact Assessment (EqIA) process.

The statutory ASB Strategy and council landlord responsibilities would require an ASB/Housing Officer post addition as minimal mitigation

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**Midlothian Council**

**Equality Impact Assessment (EqIA) of Budget**

**Proposals**

**2022**

Name of Budget Saving	Increase Garden Waste Fee ( <i>Proposal 28</i> )
Department and service area	Place – Neighbourhood Services
Completion Date	Ongoing
Lead officer	Derek Oliver, Chief Officer Place

**Aims and Objectives**

This proposal is for the annual fee increase for the non- statutory, optional Garden Waste collection service from current £35.00 up to £37.00 in 2024/2025 to increase income.

1. Does the proposed budget saving affect people? **Yes**

2. What is/are the reason(s) for your proposed budget saving?

To achieve increased income.

**3. Impact**

Which of the protected characteristics\* will the proposed budget saving have an impact upon?

Equality Target Group*	Positive Impact	Negative Impact	Relevant evidence/ information
Age		All protected characteristics are at risk of potentially increased negative affordability impacts as a result of a fee	
Disability			
Gender Reassignment			

Marriage & Civil Partnership		increase proposal although this is not a universal provided service.	
Pregnancy and maternity			
Race			
Religion or Belief			
Sex			
Sexual Orientation			
Socio Economic Deprivation			

4. How will the implementation of the proposed budget saving be communicated to those affected by any changes?

Current customers would be communicated with prior to any fee increase for the financial year 2024/25. A general service update would be published.

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5. How will you monitor the impact of the changes proposed? When is the budget due to be reviewed?

Monitored through the customer base data and customer engagement before any implementation in 2024/25 Financial Year.

6. Please use the space below to detail any other matters arising from the Equality Impact Assessment (EqIA) process.

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**Midlothian Council**

**Equality Impact Assessment (EqIA) of Budget**

**Proposals**

**2022**

Name of Budget Saving	Road Construction Consent - charging developers ( <i>Proposal 29</i> )
Department and service area	Place – Neighbourhood Services
Completion Date	Ongoing
Lead officer	Derek Oliver, Chief Officer Place

**Aims and Objectives**

To bring income from developers into line with expenditure and simplify the charging process it is proposed that the charging mechanism be changed. Instead of an hourly rate it is proposed that a fixed fee be charged in relation to the size of the Road Bond. The charge rate will be 4.5% of the bond value. The fee increase is also comparable to other local authorities.

A proposed fee increase is contained in the separate Fees & Charges exercise for an hourly rate of £77.70 to full cost recovery in contrast to the present £42.81 and will be included hereinafter in the fees & charges exercise.

1. Does the proposed budget saving affect people? **No**

2. What is/are the reason(s) for your proposed budget saving?

To achieve increased income.

**3. Impact**

Which of the protected characteristics\* will the proposed budget saving have an impact upon?

Equality Target Group*	Positive Impact	Negative Impact	Relevant evidence/ information
Age		None to individuals	

Disability			
Gender Reassignment			
Marriage & Civil Partnership			
Pregnancy and maternity			
Race			
Religion or Belief			
Sex			
Sexual Orientation			
Socio Economic Deprivation			

4. How will the implementation of the proposed budget saving be communicated to those affected by any changes?

Developers would be communicated with prior to any fee increase for the financial year 2023/24. A general service update would be published.

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5. How will you monitor the impact of the changes proposed? When is the budget due to be reviewed?

Monitored through the service base data and developer engagement.

7. 6. Please use the space below to detail any other matters arising from the Equality Impact Assessment (EqIA) process.

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## Midlothian Council

### Equality Impact Assessment (EqIA) of Budget Proposals 2022

Name of Budget Saving	Location and vehicle advertising (Proposal 30)
Department and service area	Place Directorate
Completion Date	February 2023
Lead officer	Derek Oliver

#### Aims and Objectives

1. Does the proposed budget saving affect people? No

2. What is/are the reason(s) for your proposed budget saving?

The Midlothian Council budget gap is significant and will increase in future years. This proposal is to introduce advertising as an income stream.

#### 3. Impact

Which of the protected characteristics\* will the proposed budget saving have an impact upon?

Equality Target Group*	Positive Impact	Negative Impact	Relevant evidence/ information
Age	No impacts foreseen	No impacts foreseen	
Disability			
Gender Reassignment			

Marriage & Civil Partnership			
Pregnancy and maternity			
Race			
Religion or Belief			
Sex			
Sexual Orientation			
Socio-economic deprivation			

4. How will the implementation of the proposed budget saving be communicated to those affected by any changes?

All tendering will follow the Council's Procurement Strategy.

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5. How will you monitor the impact of the changes proposed? When is the budget due to be reviewed?

The budget savings could start to be delivered in 2022/23.

6. Please use the space below to detail any other matters arising from the Equality Impact Assessment (EqIA) process.

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**Midlothian Council  
Equality Impact Assessment (EqIA) of Budget Proposals  
2022**

Name of Budget Saving	Transformation of grant funding ( <i>Proposal 31</i> )
Department and service area	Communities, Lifelong Learning and Employability
Completion Date	January 2023
Lead officer	Michelle Strong

### Aims and Objectives

1. Does the proposed budget saving affect people?                      Yes     ✓  
 No.....

2. What is/are the reason(s) for your proposed budget saving?  
 Currently, the council offers large grant funding for a three year period which currently supports 28 community/third sector projects and initiatives aimed at reducing poverty, improving health, learning outcomes, climate change and supporting the most vulnerable members of our communities. Funding was allocated and approved at full [Midlothian Council > Meetings \(cmis.uk.com\)](https://www.midlothian.gov.uk/Meetings)

This proposal is to cease allocation of large grants from 2025 onwards.

Small grants are awarded annually to small locally based groups/organisations to tackle priorities such as carbon emissions, improving health and learning outcomes and reducing economic circumstances. The maximum grant awarded to any organisation/group is £3,000.

### 3. Impact

Which of the protected characteristics\* will the proposed budget saving have an impact upon?

Equality Target Group*	Positive Impact	Negative Impact	Relevant evidence/information
Age		The grant fund currently assists those in need from a variety of age backgrounds so less people across the range would be supported including children, young people, those of working age and older people	Current grant allocations and beneficiaries

Disability		The grant fund currently assists a number of local people with additional support needs and potentially less people overall would be supported depending on success of future bidding for reduced funds	Current grant allocations and beneficiaries
Gender Reassignment		The grant fund currently assists those in need from a variety backgrounds so less people across the range of protected characteristics groups would be supported.	Current grant allocations and beneficiaries
Marriage & Civil Partnership		The grant fund currently assists those in need from a variety backgrounds so less people across the range of protected characteristics groups would be supported.	Current grant allocations and beneficiaries
Pregnancy and maternity		The grant fund currently assists those in need from a variety backgrounds so less people across the range of protected characteristics groups would be supported.	Current grant allocations and beneficiaries
Race		The grant fund currently assists those in need from a variety backgrounds so less people across the range of protected characteristics groups would be supported.	Current grant allocations and beneficiaries
Religion or Belief		The grant fund currently assists those in need from a variety backgrounds so less people across the range of protected characteristics groups would be supported.	Current grant allocations and beneficiaries
Sex		The grant fund currently assists those in need from a variety backgrounds so less people across the range of protected characteristics groups	Current grant allocations and beneficiaries

		would be supported.	
Sexual Orientation		The grant fund currently assists those in need from a variety backgrounds so less people across the range of protected characteristics groups would be supported.	Current grant allocations and beneficiaries
Socio-economic Deprivation		The grant fund currently assists those in need from a variety backgrounds so less people across the range of protected characteristics groups would be supported. However after analysis a high number of the projects currently funded support those in financial hardship	Current grant allocations and beneficiaries

4. How will the implementation of the proposed budget saving be communicated to those affected by any changes?

Prior to any reduction in budget as part of the Compact working agreement with the third sector we would need to revisit the Compact agreement to determine how we continue to work in partnership to support members of our community without financial support.

5. How will you monitor the impact of the changes proposed? When is the budget due to be reviewed?

If notification of the reduced budget available was given in 2023 this would give several years prior notice to recipients that the funding was reducing providing a lead in time for other resources and match funding for example to be investigated however funding is very competitive currently and small local authority areas may find it harder to attract funding going forward. Although Midlothian third sector has a good track record of attracting funding over a number of years both individually and in partnership.

6. Please use the space below to detail any other matters arising from the Equality Impact Assessment (EqIA) process.

It is unavoidable that less people from protected characteristics will receive less service, however, with advanced notification of the funding being reduced this provides a lead in time for organisations to prepare for this as best they can through exploring alternative funding although competition for funds is high.

There is a statutory duty to provide adequate and efficient community learning and development activities directly and through third party providers for youth work, capacity building and adult learning, the three year grant programmes contributes to meeting our statutory duty specifically for youth work and community capacity building.

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**Midlothian Council  
Equality Impact Assessment (EqIA) of Budget Proposals  
2022**

Name of Budget Saving	Reduction in Instrumental Music Service (Proposal 32)
Department and service area	Children, Young People and Partnerships
Completion Date	January 2023
Lead officer	Joan Tranent

**Aims and Objectives**

As a result of a Scottish Government and COSLA agreement, no charging fees for children learning a musical instrument was introduced academic session 2021/22. The proposal is to operate an instrumental music service within the funding provided by the Scottish Government; this will equate to £206k.

1. Does the proposed budget saving affect people?       Yes       No

2. What is/are the reason(s) for your proposed budget saving?

Efficiency savings

3. Impact

Which of the protected characteristics\* will the proposed budget saving have an impact upon?

Equality Target Group*	Positive Impact	Negative Impact	Relevant evidence/information
Age		Primary school children would not receive music tuition.	This would reduce the numbers of children learning creative arts.
Disability			No disproportionate affect identified.
Gender Reassignment			No disproportionate affect identified.
Marriage & Civil Partnership			No disproportionate affect identified.
Pregnancy and maternity			No disproportionate affect identified.
Race			No disproportionate affect identified.
Religion or Belief			No disproportionate affect identified.
Sex			No disproportionate affect identified.
Sexual Orientation			No disproportionate affect identified.
Socio-economic Deprivation		A loss of staff would lead to an increase in unemployment and increase Socio-economic Deprivation. For pupils – more economically disadvantaged households would not be able to privately fund instrumental tuition.	A loss of staff would lead to an increase in unemployment and increase Socio-economic Deprivation

4. How will the implementation of the proposed budget saving be communicated to those affected by any changes?

Consultation will be undertaken with affected staff and unions and appropriate HR policies will be followed with affected staff.

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Equality, Diversity and Human Rights Officer on 0131 271 3658 or [equalities@midlothian.gov.uk](mailto:equalities@midlothian.gov.uk)

5. How will you monitor the impact of the changes proposed? When is the budget due to be reviewed?

We will assess the development of children who have not been able to start learning an instrument in primary school to determine the impact in comparison with those who have.

6. Please use the space below to detail any other matters arising from the Equality Impact Assessment (EqIA) process.

None.

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**Midlothian Council  
Equality Impact Assessment (EqIA) of Budget Proposals  
2022**

Name of Budget Saving	Reduction in non-statutory early years provision (Proposal 33)
Department and service area	Education
Completion Date	January 2023
Lead officer	Fiona Robertson

**Aims and Objectives**

Allocation of Good Time to be Two (GTTB2) hours is determined using income as a threshold. However, the authority can use discretion to extend this need, where appropriate. Across 2022, there were 264 children utilising GTTB2 hours, 44 of which were granted through discretion.

This proposal would stop the use of discretionary allocation. This would provide a saving of circa £215k.

1. Does the proposed budget saving affect people?       Yes       No

2. What is/are the reason(s) for your proposed budget saving?

Efficiency savings

3. Impact				
Which of the protected characteristics* will the proposed budget saving have an impact upon?				
Equality Group*	Target	Positive Impact	Negative Impact	Relevant evidence/information
Age			This proposal will reduce the amount of two year olds accessing ELC.	
Disability			Children with ASN may receive a discretionary ELC place.	Children with ASN may receive a discretionary ELC place. This will reduce the number of ASN children accessing ELC.
Gender Reassignment				No disproportionate affect identified.
Marriage & Civil Partnership				No disproportionate affect identified.
Pregnancy and maternity				No disproportionate affect identified.
Race				No disproportionate affect identified.
Religion or Belief				No disproportionate affect identified.
Sex				No disproportionate affect identified.
Sexual Orientation				No disproportionate affect identified.
Socio-economic Deprivation			Income is covered by statutory GTTB2 criteria. Therefore, the loss of discretionary would not impact on socio-economic factors.	No disproportionate affect identified as this is used to determine statutory allocation.

4. How will the implementation of the proposed budget saving be communicated to those affected by any changes?

This will primarily impact the PVI sector. We will have to review contractual arrangements with them.

5. How will you monitor the impact of the changes proposed? When is the budget due to be reviewed?

We can monitor the level of referrals coming in through other channels where issues may have been mitigated by the offer of discretionary GTTB2 hours.

6. Please use the space below to detail any other matters arising from the Equality Impact Assessment (EqIA) process.

None.

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**Midlothian Council  
Integrated Impact Assessment of Budget Proposals  
2022**

Name of Budget Saving	Cease P4 swimming programme (Proposal 34)
Department and service area	Education
Completion Date	January 2023
Lead officer	Fiona Robertson

**Aims and Objectives**

The proposal would be to remove the provision of primary school swimming from the curriculum as this not a statutory requirement.

**1. Does the proposed budget saving affect people?**       Yes       No

**2. What is/are the reason(s) for your proposed budget saving?**

The provision of primary school swimming is not a statutory requirement. Swimming is a life skill which all children should have the opportunity to develop. We believe that this can be achieved more effectively via the Council's Learn to Swim programme rather than the current primary school swimming programme.

£27,332 is budgeted for swimming and we match-fund the transport. However, funding will be required for CLLE to provide the alternative offer, which would be dependent on uptake.

<b>3. Impact</b> Which of the protected characteristics* will the proposed budget saving have an impact upon?			
<b>Equality Target Group*</b>	<b>Positive Impact</b>	<b>Negative Impact</b>	<b>Relevant evidence/ information</b>
Age		Applies to primary 4 pupils only in all Primary Schools. Only a negative impact if these children can't already swim and choose not to take up alternative offer.	Applies to primary 4 pupils only in all Primary Schools.
Disability			The change will apply irrespective of disability.
Gender Reassignment			The change will apply irrespective of gender reassignment.
Marriage & Civil Partnership			No disproportionate affect identified.
Pregnancy and maternity			No disproportionate affect identified.
Race			The change will apply irrespective of race.
Religion or Belief			The change will apply irrespective of religion or belief.
Sex			The change will apply irrespective of gender.
Sexual Orientation			The change will apply irrespective of sexual orientation.
Socio-economic Deprivation		It tends to be children from low SIMD areas who can't swim, so they would be most impacted by removing P4 swimming. However, this will be mitigated by the Learn to Swim programme	

**4. How will the implementation of the proposed budget saving be communicated to those affected by any changes?**

All parents and carers of primary 4 pupils in the current year group and those entering primary 4 in school session August 2022/23 will need to be notified of the change. Swimming teachers and instructors employed to deliver the programme will need to be consulted and appropriate HR policies would be followed with those staff affected.

All Secondary schools offer swimming in their curriculum for Physical education. Information published by Midlothian Council can be provided on request in many of the community languages and also in large print, Braille, audio tape or BSL. For more information, please contact the

Equality, Diversity and Human Rights Officer on 0131 271 3658 or [equalities@midlothian.gov.uk](mailto:equalities@midlothian.gov.uk)

**5. How will you monitor the impact of the changes proposed? When is the budget due to be reviewed?**

Swimming levels and ability will be assessed prior to pupils starting P4 and those who cannot yet swim will be referred to the Learn to Swim Programme.

**6. Please use the space below to detail any other matters arising from the Equality Impact Assessment (EqIA) process.**

The removal of the provision applies to primary 4 age pupils only, so although the primary school swimming may have identified a number of pupils who were unable to swim and therefore referred them to the Learn to Swim programme, it was only identifying primary 4 pupils and not pupils across other age groups.

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**Midlothian Council  
Equality Impact Assessment (EqIA) of Budget Proposals  
2022**

Name of Budget Saving	Reduction in commissioned services (Proposal 35)
Department and service area	Education
Completion Date	January 2023
Lead officer	Fiona Robertson

**Aims and Objectives**

This measure involves reviewing all service contracts as they come up for renewal to determine if the service is required.

**1. Does the proposed budget saving affect people?**       Yes       No

**2. What is/are the reason(s) for your proposed budget saving?**  
Efficiency savings.

**3. Impact**

Which of the protected characteristics\* will the proposed budget saving have an impact upon?

Equality Target Group*	Positive Impact	Negative Impact	Relevant evidence/information
Age		The contract would mainly impact Early Years services	
Disability			The bulk of the contracts under review relate to therapy provision and support services.
Gender Reassignment			No disproportionate affect identified.
Marriage & Civil Partnership			No disproportionate affect identified.
Pregnancy and maternity			No disproportionate affect identified.
Race			No disproportionate affect identified.
Religion or Belief			No disproportionate affect identified.

Sex			No disproportionate affect identified.
Sexual Orientation			No disproportionate affect identified.
Socio-economic Deprivation		Reducing our therapy and support services may impact children in more deprived areas.	

**4. How will the implementation of the proposed budget saving be communicated to those affected by any changes?**

If taken forward this proposal may require consultation/discussion on best ways forward for parents.

All parents and carers affected by any changes will be advised.

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**5. How will you monitor the impact of the changes proposed? When is the budget due to be reviewed?**

Contracts are currently be renewed until the end of the 2022/23 financial year. Monitoring requirements will depend on the contract we do not renew.

**6. Please use the space below to detail any other matters arising from the Equality Impact Assessment (EqIA) process.**

None identified.

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**Midlothian Council  
Integrated Impact Assessment of Budget Proposals  
2022**

Name of Budget Saving	Rationalise Home to School and ASN Transport (Proposal 36)
Department and service area	Education
Completion Date	January 2023
Lead officer	Fiona Robertson

### Aims and Objectives

Jointly with the Transport Team, we propose to increase the distance for eligibility to free transport for all Secondary age pupils from 2 to 3 miles. Current legislation requires us to provide transport for all pupils over the age of eight years where the safe walking route is more than three miles, for those up to eight years the current legislation is for routes over two miles. The introduction of the National Entitlement Card also provides an opportunity to replace some of our school transport with public transport, which would provide additional savings.

1. Does the proposed budget saving affect people?  Yes  No

2. What is/are the reason(s) for your proposed budget saving?  
Deliver a more effective and efficient service while achieving a reduction in cost.

### 3. Impact

Which of the protected characteristics\* will the proposed budget saving have an impact upon?

Equality Target Group*	Positive Impact	Negative Impact	Relevant evidence/ information
Age	Potential to identify opportunities for self-travel / life skills work for senior pupils and families. Encouraging walking, cycling, scooting to school will have a positive impact on the health and wellbeing of these pupils	This proposal only impacts on secondary pupils.	While this only impacts secondary school pupils, the proposal will have a positive impact on the health and wellbeing of these pupils  No disproportionate impact identified.
Disability	Potential to identify opportunities for self-travel / life skills work		ASN pupils will be assessed on a case-by-case basis.

	for senior pupils and families. Encouraging walking, cycling, scooting to school will have a positive impact on the health and wellbeing of these pupils		Any efficiency savings achieved on the transport for children with ASN will not affect the quality of the service they receive so it is not anticipated that the proposal would disproportionately negatively affect children with a disability.
Gender Reassignment			No disproportionate impact identified.
Marriage & Civil Partnership			No disproportionate impact identified.
Pregnancy and maternity			No disproportionate impact identified.
Race			The changes will not disproportionately affect children or staff on the basis of race.
Religion or Belief			The changes will not disproportionately affect children or staff on the grounds of religion or belief, or none.
Sex			The changes will not disproportionately affect children or staff on the grounds of sex.
Sexual Orientation			n/a
Socio-economic Deprivation			The increase in distance will encourage pupils to walk to school or use their free bus passes, this will apply irrespective of socio-economic status.  The changes will not disproportionately affect children on the grounds of socio-economic group.

**4. How will the implementation of the proposed budget saving be communicated to those affected by any changes?**

If taken forward this proposal may require consultation/discussion on best ways forward for parents.

All parents and carers affected by any changes will be advised.

The current transport policy will need updated to reflect changes.

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Equality, Diversity and Human Rights Officer on 0131 271 3658 or [equalities@midlothian.gov.uk](mailto:equalities@midlothian.gov.uk)

**5. How will you monitor the impact of the changes proposed? When is the budget due to be reviewed?**

Any reductions in transport may increase the demand from parents or guardians for non-entitled transport, this will be monitored and reported on. The increase in volume of traffic around schools will also need to be monitored. There may be more walking and cycling to schools in line with our need to improve daily activity for children and young people.

The delivery of the saving will be monitored via quarterly financial reporting and the budget will be reviewed in a year's time.

**6. Please use the space below to detail any other matters arising from the Equality Impact Assessment (EqIA) process.**

None.

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**Midlothian Council  
Equality Impact Assessment (EqIA) of Budget Proposals  
2022**

Title	Devolved School Management Budgets involving other staff groups and budgets (Proposal 37)
Department and service area	Education
Completion Date	January 2023
Lead officer	Fiona Robertson

**Aims and Objectives**

We propose that each ASG should have their own Business Manager who would provide peripatetic support to the primary schools.

**1. Does the proposed budget saving affect people?**       Yes       No

**2. What is/are the reason(s) for your proposed budget saving?**

Along with the central admin team, the Business Managers would also be responsible for inductions and ongoing training of the admin teams in schools, raising the calibre of our staff and creating ongoing efficiencies in our Education provision.

<b>3. Impact</b> Which of the protected characteristics* will the proposed budget saving have an impact upon?			
<b>Equality Target Group*</b>	<b>Positive Impact</b>	<b>Negative Impact</b>	<b>Relevant evidence/ information</b>
Age			No disproportionate affect identified.
Disability			No disproportionate affect identified.
Gender Reassignment			No disproportionate affect identified.
Marriage & Civil Partnership			No disproportionate affect identified.
Pregnancy and maternity			No disproportionate affect identified.
Race			No disproportionate affect identified.
Religion or Belief			No disproportionate affect identified.
Sex	All of the Business Managers/Admin Managers are female. This will provide opportunities for expanding the roles and responsibilities of this role.		This measures will primarily affect the Business Managers/ Admin Managers who are all female.
Sexual Orientation			No disproportionate affect identified.
Socio-economic Deprivation			No disproportionate affect identified.

**4. How will the implementation of the proposed budget saving be communicated to those affected by any changes?**  
 Consultation will be undertaken with affected staff and unions and appropriate HR policies will be followed with affected staff.  
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 Equality, Diversity and Human Rights Officer on 0131 271 3658 or [equalities@midlothian.gov.uk](mailto:equalities@midlothian.gov.uk)

**5. How will you monitor the impact of the changes proposed? When is the budget due to be reviewed?**  
 Ongoing monitoring of admin staff turnover would be reviewed, alongside staff absence levels.

**6. Please use the space below to detail any other matters arising from the Equality Impact Assessment (EqIA) process.**  
 None.

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**Midlothian Council  
Equality Impact Assessment (EqIA) of Budget Proposals  
2022**

Name of Budget Saving	Rationalisation of school estate (Proposal 38)
Department and service area	Education
Completion Date	January 2023
Lead officer	Fiona Robertson

**Aims and Objectives**

This proposal requests that we move to a formal consultation on the closure of St Matthew’s RC Primary School. The consultation will include parents/carers, children and young people as well as local communities, then, should the outcome of this consultation be a decision to close the school, move to statutory consultation on the closures.

1. Does the proposed budget saving affect people?  Yes  No

2. What is/are the reason(s) for your proposed budget saving?  
 Our smallest school, St Matthew’s RC Primary School is one that we could consider closing. There is currently 51 pupils over three classes at this school. Rosewell Primary School is also 300m away from St Matthew’s and St Mary’s 1.4 miles. We would need to consider this alongside our learning estate strategy.

<b>3. Impact</b> Which of the protected characteristics* will the proposed budget saving have an impact upon?			
<b>Equality Target Group*</b>	<b>Positive Impact</b>	<b>Negative Impact</b>	<b>Relevant evidence/ information</b>
Age	Some pupils currently attending St Matthew's may benefit from the greater number of children at the same stage of education in larger schools.	The closure of St Matthew's Primary School will have an impact upon the small number of children attending at that time, who will be supported to transition to an alternative school. Some of these children may need to travel further to school.  If a pupil attends their catchment school (denominational or non-denominational) and has to travel more than 2 miles transport will be provided.	The proposed changes, if any, to the provision of denominational schools will not be known until after the initial consultation. Therefore, a full assessment of the impact will be carried out once the proposals have been determined.
Disability	More recently built schools achieve current Disability Discrimination Act standards for accessibility.		As above.
Gender Reassignment			Consideration of the closure of St Matthew's and the potential closure of some denominational schools has not identified any disproportionate effects on this characteristic.
Marriage & Civil Partnership			Consideration of the closure of St Matthew's and the potential closure of some denominational schools has not identified any disproportionate effects on this characteristic.
Pregnancy and maternity			Consideration of the closure of St Matthew's and the potential closure of some denominational schools has not identified any disproportionate effects on this characteristic.

Race			Consideration of the closure of St Matthew's and the potential closure of some denominational schools has not identified any disproportionate effects on this characteristic.
Religion or Belief	Having a greater proportion of a school's roll who are Roman Catholic could strengthen the Roman Catholic ethos and education. Having fewer Roman Catholic schools will alleviate some of the difficulties in recruiting Head Teachers, senior staff and teachers.	Having fewer denominational schools would result in Roman Catholic pupils travelling further to go to school. If a pupil attends their catchment school (denominational or non-denominational) and has to travel more than 2 miles transport will be provided.	There are positive and negative impacts for the pupils attending St Matthews.
Sex			Consideration of the closure of St Matthew's and the potential closure of some denominational schools has not identified any disproportionate effects on this characteristic.
Sexual Orientation			Consideration of the closure of St Matthew's and the potential closure of some denominational schools has not identified any disproportionate effects on this characteristic.
Socio-economic Deprivation		If the closure results in a loss of staff then this will increase unemployment and may impact socio-economic deprivation.	

**4. How will the implementation of the proposed budget saving be communicated to those affected by any changes?**

Similarly, the proposal to close St Matthew's Primary School would follow the statutory consultation process and a further Integrated Impact Assessment carried out.

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**5. How will you monitor the impact of the changes proposed? When is the budget due to be reviewed?**

The statutory consultation process includes involvement of HM Inspectors of Education and they publish a report on the proposal, which the council must have regard to along with the representations received during the consultation process. If a closure is agreed a report will be submitted to Scottish Government outlining all the necessary information. As part of this consultation there will be meetings with parents and pupils, and those pupils affected will be offered local schools to attend. A clear timeline will be put in place to ensure smooth transitions.

**6. Please use the space below to detail any other matters arising from the Equality Impact Assessment (EqIA) process.**

If the outcome of the consultation on denominational school provision is to proceed with proposals to close schools statutory consultation(s) would take place and a further Integrated Impact Assessment carried out.

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**Midlothian Council  
Equality Impact Assessment (EqIA) of Budget Proposals  
2019**

Name of Budget Saving	Reduction in the Devolved School Management Scheme allocation to Schools by 1% (Proposal 39)
Department and service area	Education
Completion Date	January 2023
Lead officer	Fiona Robertson

**Aims and Objectives**

Reduce the DSM budget allocation by 1%.

**1. Does the proposed budget saving affect people?**     Yes     No

**2. What is/are the reason(s) for your proposed budget saving?**

Efficiency savings. This measure would involve pursuing an initial percentage efficiency from each school budget (proposed 1%) or a cash target.

<b>3. Impact</b> Which of the protected characteristics* will the proposed budget saving have an impact upon?			
<b>Equality Target Group*</b>	<b>Positive Impact</b>	<b>Negative Impact</b>	<b>Relevant evidence/ information</b>
Age		This proposal will reduce the number of teachers at both primary and secondary schools, and the short term absence cover at primaries. This may reduce the time head teachers and deputy head teachers have available to work on management and school improvement plans. It may also reduce the curriculum offered at secondary schools.	Reducing teachers will impact on our attainment strategy across our schools.
Disability		If there is a reduction in Support for Learning, this will reduce the assistance that can be put in place for pupils with additional support needs, including disability. The number of hours of support will return to the level provided previously however the population and percentage of pupils with an identified ASN has increased.	
Gender Reassignment			No disproportionate affect identified.
Marriage & Civil Partnership			No disproportionate affect identified.
Pregnancy and maternity			Although teachers are predominantly female no disproportionate affect upon pregnancy and maternity has been identified.
Race			No disproportionate affect identified.
Religion or Belief			No disproportionate affect identified.
Sex		The proposal will apply irrespective of gender, however it will have a greater impact on	

		females as a greater proportion of teaching staff is female (90% in primary, 64% in secondary).	
Sexual Orientation			No disproportionate affect identified.
Socio-economic Deprivation			No disproportionate affect identified.

**4. How will the implementation of the proposed budget saving be communicated to those affected by any changes?**

This may affect teaching staff currently in post as decisions for each curricular area in each school will need to be made, this may mean surplus teachers. However if necessary consultation will be undertaken with affected staff and unions and appropriate HR and SNCT policies will be followed with affected staff. Information published by Midlothian Council can be provided on request in many of the community languages and also in large print, Braille, audio tape or BSL. For more information, please contact the Equality, Diversity and Human Rights Officer on 0131 271 3658 or [equalities@midlothian.gov.uk](mailto:equalities@midlothian.gov.uk)

**5. How will you monitor the impact of the changes proposed? When is the budget due to be reviewed?**

We have to ensure that pupils receive their Curriculum for Excellence entitlements in the Broad General Education. This will be monitored, so that short term issues may be addressed/accounted for. Although there are already issues around teacher recruitment and this may add to this due to reduced teacher numbers available to cover. Teaching staff absence rates are already monitored, however, schools will have an increased responsibility for absence management.

**6. Please use the space below to detail any other matters arising from the Equality Impact Assessment (EqIA) process.**

The Additional Support for Learning provision will be considered by Head Teachers at an individual pupil level to ensure that support is provided in line with need. This will reduce the pupil teacher ratio further and will affect the maintaining teacher numbers for the Scottish Government, which could have a financial impact on the council.

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**Midlothian Council  
Equality Impact Assessment (EqIA) of Budget Proposals  
2020**

Name of Budget Saving	Increase shared Headships (Proposal 40)
Department and service area	Education
Completion Date	January 2023
Lead officer	Fiona Robertson

**Aims and Objectives**

We propose that our smaller schools enter into joint Headships, within their ASG. We currently have successful joint headships in the authority (Sacred Heart and St Matthew's), and this model could be replicated across the authority.

**1. Does the proposed budget saving affect people?**

Yes

No

**2. What is/are the reason(s) for your proposed budget saving?**

Head teacher recruitment is becoming increasingly difficult, from the number of applications to the calibre of applicants. This is recognised nationally and is, in part, due to the requirement for suitable candidates to hold the Into Headship qualification. With this, there is an opportunity to develop the way we recruit head teachers that will strengthen our leadership and promote more collaborative working.

<b>3. Impact</b> Which of the protected characteristics* will the proposed budget saving have an impact upon?			
<b>Equality Target Group*</b>	<b>Positive Impact</b>	<b>Negative Impact</b>	<b>Relevant evidence/ information</b>
Age			No disproportionate affect identified.
Disability			No disproportionate affect identified.
Gender Reassignment			No disproportionate affect identified.
Marriage & Civil Partnership			No disproportionate affect identified.
Pregnancy and maternity			No disproportionate affect identified.
Race			No disproportionate affect identified.
Religion or Belief			No disproportionate affect identified.
Sex		The proposal will apply irrespective of gender. However, it will have a greater impact on females as 90% of HTs in primary schools are female.	
Sexual Orientation			No disproportionate affect identified.
Socio-economic Deprivation		If shared headships results in a loss of job, then increased unemployment may impact socio-economic deprivation.	

<p><b>4. How will the implementation of the proposed budget saving be communicated to those affected by any changes?</b></p> <p>Consultation will be undertaken with affected staff and unions and appropriate HR and SNCT policies will be followed with affected staff. Information published by Midlothian Council can be provided on request in many of the community languages and also in large print, Braille, audio tape or BSL. For more information, please contact the Equality, Diversity and Human Rights Officer on 0131 271 3658 or <a href="mailto:equalities@midlothian.gov.uk">equalities@midlothian.gov.uk</a></p>
<p><b>5. How will you monitor the impact of the changes proposed? When is the budget due to be reviewed?</b></p> <p>We have to ensure that pupils receive their Curriculum for Excellence entitlements in the Broad General Education. This will be monitored, so that short term issues may be addressed/accounted for.</p>
<p><b>6. Please use the space below to detail any other matters arising from the Equality Impact Assessment (EqIA) process.</b></p> <p>None.</p>



**Midlothian Council  
Equality Impact Assessment (EqIA) of Budget Proposals  
2022**

Name of Budget Saving	Transformation of the school week (Proposal 41)
Department and service area	Education
Completion Date	January 2023
Lead officer	Fiona Robertson

**Aims and Objectives**

This proposal is to redesign the primary school week and a review of the secondary school curriculum.

**1. Does the proposed budget saving affect people?**

Yes  No

**2. What is/are the reason(s) for your proposed budget saving?**

Efficiency savings and planning ahead for the introduction of the increase in teacher non-contact time.

**3. Impact**

Which of the protected characteristics\* will the proposed budget saving have an impact upon?

Equality Target Group*	Positive Impact	Negative Impact	Relevant evidence/information
Age			No disproportionate affect identified.
Disability			No disproportionate affect identified.
Gender Reassignment			No disproportionate affect identified.
Marriage & Civil Partnership			No disproportionate affect identified.
Pregnancy and maternity			Although teachers are predominantly female no disproportionate affect upon pregnancy and maternity has been identified.
Race			No disproportionate affect identified.
Religion or Belief			No disproportionate affect identified.
Sex		The proposal will apply irrespective of gender,	No disproportionate affect identified.

		however it will have a greater impact on females as a greater proportion of teaching staff is female.	
Sexual Orientation			No disproportionate affect identified.
Socio-economic Deprivation		If this measure results in a reduction in teachers there will be an increase in unemployment which may impact their socio-economic status.	

**4. How will the implementation of the proposed budget saving be communicated to those affected by any changes?**

We would need to consult the parents of our schools once we had established any changes to the curriculum.

Consultation will also be undertaken with affected staff and unions and appropriate HR and SNCT policies will be followed with affected staff.

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**5. How will you monitor the impact of the changes proposed? When is the budget due to be reviewed?**

We will assess impact through attainment monitoring. We will also review our budgets to quantify the actual savings realised.

**6. Please use the space below to detail any other matters arising from the Equality Impact Assessment (EqIA) process.**

None.

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## Equality Impact Assessment (EqIA) of Budget Proposals

2022

Name of Budget Saving	Sport and Leisure – Stop All Overtime (Proposal 42)
Department and service area	Midlothian Health and Social Care Partnership – Sport and Leisure
Completion Date	17/01/23
Lead officer	Morag Barrow/Nick Clater

### Aims and Objectives

To achieve efficiency by ceasing all overtime within Sport and Leisure.

1. Does the proposed budget saving affect people?  X YES  No

2. What is/are the reason(s) for your proposed budget saving?

Savings are part of a process of continual review of service provision as we seek to secure operational efficiencies and redesign services in response to the financial challenges.

There are clear risks:

- The proposal assumes that this would not impact on income and that the service would be maintained without the need for overtime – this is realistically unlikely.

### 3. Impact

Which of the protected characteristics\* will the proposed budget saving have an impact upon?

Equality Target Group*	Positive Impact	Negative Impact	Relevant evidence/ information
Age	No	This proposal will impact on a range of ages in the areas	This would reduce a service in an area which can be

		<p>affected should the proposal result in shorter opening hours as this is most likely to affect weekends and evenings. Leisure facilities are open to all and used by all ages.</p>	<p>geographically isolated relative to other parts of Midlothian and would require alternatives to be considered such as how to transport people to leisure facilities in other areas.</p> <p>The social and health benefits of exercise are well evidenced and, at a time, of increased cost of living, fuel poverty and multiple health issues, leisure centres provide a range of services that assist people to live healthier lives.</p>
Disability	See above	<p>People with disabilities can access leisure centres so any closure would adversely affect them and, in fact, may do so disproportionately due to the challenges around transport and social engagement and connectivity.</p>	See above
Gender Reassignment	No disproportionate effect.	No disproportionate effect.	No disproportionate effect.
Marriage & Civil Partnership	No disproportionate effect.	No disproportionate effect.	No disproportionate effect.
Pregnancy and maternity	No disproportionate effect.	No disproportionate effect.	No disproportionate effect.
Race	No disproportionate effect.	No disproportionate effect.	No disproportionate effect.
Religion or Belief	No disproportionate effect.	No disproportionate effect.	No disproportionate effect.
Sex	No.	<p>This proposal will impact on a range of people in the areas affected should the proposal result in shorter opening hours as this is most likely to affect weekends and evenings. Leisure</p>	<p>The social and health benefits of exercise are well evidenced and, at a time, of increased cost of living, fuel poverty and multiple health issues, leisure centres provide a range of services that assist people to live healthier</p>

		facilities are open to all and used by all.	lives.
Sexual Orientation	No disproportionate effect.	No disproportionate effect.	No disproportionate effect.
Socio-economic Deprivation	No.	Currently, Sport and Leisure provide opportunities at reduced rates (and in some cases, free) for people who meet the criteria set. The opportunity to provide these in their local community would be lost with closure and the ability of people to access resources further from home would be significantly compromised due to their economic circumstances.	The social and health benefits of exercise are well evidenced and, at a time, of increased cost of living, fuel poverty and multiple health issues, leisure centres provide a range of services that assist people to live healthier lives.

4. How will the implementation of the proposed budget saving be communicated to those affected by any changes?

A communication strategy would need to be developed for external stakeholders.

In relation to staff, implementation will be carried out following the Policy for Managing Change which sets out what is communicated and when – such changes will be communicated effectively to those impacted upon by the proposal.

Information published by Midlothian Council can be provided on request in many of the community languages and also in large print, Braille, audio tape or BSL. For more information, please contact [equalities@midlothian.gov.uk](mailto:equalities@midlothian.gov.uk).

5. How will you monitor the impact of the changes proposed? When is the budget due to be reviewed?

We are working on developing a greater performance culture within Sport and Leisure and we propose to utilise this to measure impact in addition to budget updates being provided.

6. Please use the space below to detail any other matters arising from the Equality Impact Assessment (EqIA) process.

The staffing impact will be conducted through the Council's Policy for Managing Change, to consult with employees scoped into the service and management reviews. Formal consultation with affected staff and representative trade unions would take place as per policy. There would need to be a degree of community consultation.

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## Midlothian Council

### Equality Impact Assessment (EqIA) of Budget Proposals

2022

Name of Budget Saving	Community Asset Transfer or alt Closure of Leisure Centre – Newtongrange & Gorebridge (43 & 44)
Department and service area	Midlothian Health and Social Care Partnership – Sport and Leisure
Completion Date	30/08/22
Lead officer	Morag Barrow/Nick Clater

#### Aims and Objectives

Closure or Community Asset Transfer of one of the non-hub Leisure Centres with a view to achieving efficiencies.

1. Does the proposed budget saving affect people?  Yes  No

#### 2. What is/are the reason(s) for your proposed budget saving?

6 of the 8 Leisure Centres are attached to schools or community hubs so it would be proposed that the two that are not be considered for closure. Customers can access any Leisure Centre in Midlothian as part of their membership so, in theory, customers would have access to Leisure facilities.

There are clear risks:

- Reputational risk to Midlothian Council;
- Loss of resource that covers a specific geographical area and ability of some customers to travel elsewhere for leisure facilities;
- Evidence suggests most customers use their local Leisure Centre so likely to be loss of customers from area affected by closure.

#### 3. Impact

Which of the protected characteristics\* will the proposed budget saving have an impact upon?

Equality Target Group*	Positive Impact	Negative Impact	Relevant evidence/information
Age	No	This proposal will impact on a range of ages in the areas affected. Leisure facilities are open to all and used by all ages.	<p>This would reduce a service in an area which can be geographically isolated relative to other parts of Midlothian and would require alternatives to be considered such as how to transport people to leisure facilities in other areas.</p> <p>Moreover, the social and health benefits of exercise are well evidenced and, at a time, of increased cost of living, fuel poverty and multiple health issues, leisure centres provide a range of services that assist people to live healthier lives.</p>
Disability	See above	People with disabilities can access leisure centres so any closure would adversely affect them and, in fact, may do so disproportionately due to the challenges around transport and social engagement and connectivity.	See above
Gender Reassignment	No disproportionate effect.	No disproportionate effect.	No disproportionate effect.

Marriage & Civil Partnership	No disproportionate effect.	No disproportionate effect.	No disproportionate effect.
Pregnancy and maternity	No	This proposal could potentially impact adversely on pregnant and post-pregnant women due to the challenges around transport and social engagement and connectivity.	The social and health benefits of exercise are well evidenced and, at a time, of increased cost of living, fuel poverty and multiple health issues, leisure centres provide a range of services that assist people to live healthier lives.
Race	No disproportionate effect.	No disproportionate effect.	No disproportionate effect.
Religion or Belief	No disproportionate effect.	No disproportionate effect.	No disproportionate effect.
Sex	No disproportionate effect.	No disproportionate effect.	No disproportionate effect.
Sexual Orientation	No disproportionate effect.	No disproportionate effect.	No disproportionate effect.
Socio-economic Deprivation	No	Currently, Sport and Leisure provide opportunities at reduced rates (and in some cases, free) for people who meet the criteria set. The opportunity to provide these in their local community would be lost with closure and the ability of people to access resources further from home would be significantly compromised due to their economic circumstances.	The social and health benefits of exercise are well evidenced and, at a time, of increased cost of living, fuel poverty and multiple health issues, leisure centres provide a range of services that assist people to live healthier lives.

**4. How will the implementation of the proposed budget saving be communicated to those affected by any changes?**

A communication strategy would need to be developed for external stakeholders.

In relation to staff, implementation will be carried out following the Policy for Managing Change which sets out what is communicated and when – such changes will be communicated effectively to those impacted upon by the proposal.

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**5. How will you monitor the impact of the changes proposed? When is the budget due to be reviewed?**

We are working on developing a greater performance culture within Sport and Leisure and we propose to utilise this to measure impact in addition to budget updates being provided.

**6. Please use the space below to detail any other matters arising from the Equality Impact Assessment (EqIA) process.**

The staffing impact will be conducted through the Council's Policy for Managing Change, to consult with employees scoped into the service and management reviews. Formal consultation with affected staff and representative trade unions would take place as per policy.

There would need to be a degree of community consultation.

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Midlothian Council

## Equality Impact Assessment (EqIA) of Budget Proposals 2022

Name of Budget Saving	Reduction of Welfare Rights Service (Proposal 45)
Department and service area	Midlothian Health and Social Care Partnership – Welfare Rights
Completion Date	17/01/23
Lead officer	Morag Barrow/Nick Clater

### Aims and Objectives

Reducing the Welfare Rights Team by 0.6WTE.

1. Does the proposed budget saving affect people?  Yes  No

2. What is/are the reason(s) for your proposed budget saving?

Savings are part of a process of continual review of service provision as we seek to secure operational efficiencies and redesign services in response to the financial challenges.

### 3. Impact

Which of the protected characteristics\* will the proposed budget saving have an impact upon?

Equality Target Group*	Positive Impact	Negative Impact	Relevant evidence/ information
Age	No.	A loss of 0.6WTE will materially affect the capacity of the service.	This will potentially result in 130-140 fewer people.
Disability	See above	See above	See above
Gender Reassignment	No disproportionate effect.	No disproportionate effect.	No disproportionate effect.



Marriage & Civil Partnership	No disproportionate effect.	No disproportionate effect.	No disproportionate effect.
Pregnancy and maternity	No disproportionate effect.	No disproportionate effect.	No disproportionate effect.
Race	No disproportionate effect.	No disproportionate effect.	No disproportionate effect.
Religion or Belief	No disproportionate effect.	No disproportionate effect.	No disproportionate effect.
Sex	No disproportionate effect.	No disproportionate effect.	No disproportionate effect.
Sexual Orientation	No disproportionate effect.	No disproportionate effect.	No disproportionate effect.
Socio-economic Deprivation	No.	A loss of 0.6WTE will materially affect the capacity of the service.	This will potentially result in 130-140 fewer people.

4. How will the implementation of the proposed budget saving be communicated to those affected by any changes?

Implementation will be carried out following the Policy for Managing Change which sets out what is communicated and when – such changes will be communicated effectively to those impacted upon by the proposal.

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5. How will you monitor the impact of the changes proposed? When is the budget due to be reviewed?

The service offered by the team will be kept under review as will waiting list sizes..

6. Please use the space below to detail any other matters arising from the Equality Impact Assessment (EqIA) process.

The staffing impact will be conducted through the Council's Policy for Managing Change, to consult with employees scoped into the service and management reviews. Formal consultation with affected staff and representative trade unions would take place as per policy.

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## Midlothian Council Equality Impact Assessment (EqIA) of Budget Proposals 2022

Name of Budget Saving	Continuous Improvement Team – Non-recruitment of vacant post (Proposal 47)
Department and service area	Chief Executive - Continuous Improvement
Completion Date	December 2022
Lead officer	Myra Forsyth

### Aims and Objectives

Reduce the Continuous Improvement Team budget by removing the existing Grade 4 vacancy.

1. Does the proposed budget saving affect people?      Yes       No

2. What is/are the reason(s) for your proposed budget saving?  
To avoid additional reduction in front line services to residents

### 3. Impact

Which of the protected characteristics\* will the proposed budget saving have an impact upon?

Equality Target Group*	Positive Impact	Negative Impact	Relevant evidence/ information
Age			No disproportionate affect identified.
Disability			No disproportionate affect identified.
Gender Reassignment			No disproportionate affect identified.
Marriage & Civil Partnership			No disproportionate affect identified.
Pregnancy and maternity			No disproportionate affect identified.
Race			No disproportionate affect identified.
Religion or Belief			No disproportionate affect identified.
Sex			No disproportionate affect identified.

Sexual Orientation			No disproportionate affect identified.
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<p>4. How will the implementation of the proposed budget saving be communicated to those affected by any changes?</p> <p>The proposal removes an existing vacancy within the team and the reduced capacity has been subject to discussion with those staff impacted by the vacancy and any resultant impact in terms of workload will continue to be monitored and addressed appropriately. Information published by Midlothian Council can be provided on request in many of the community languages and also in large print, Braille, audio tape or BSL. For more information, please contact the Equality, Diversity and Human Rights Officer on 0131 271 3658 or <a href="mailto:equalities@midlothian.gov.uk">equalities@midlothian.gov.uk</a></p>
<p>5. How will you monitor the impact of the changes proposed? When is the budget due to be reviewed?</p> <p>The initial impact will be monitored in terms of statutory and quarterly corporate performance activities and a close link to the project looking at the development of the proposed Midlothian Office of Data Analytics (MODA) as part of the Digital Strategy will inform future reviews.</p>
<p>6. Please use the space below to detail any other matters arising from the Equality Impact Assessment (EqIA) process.</p> <p>N/A</p>

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**Midlothian Council**

**Equality Impact Assessment (EqIA) of  
Budget Proposals**

**2022**

Name of Budget Saving	To remove Internal Audit by 1FTE vacancy ( <i>Proposal 48</i> )
Department and service area	Chief Executive – Internal Audit
Completion Date	January 2023
Lead officer	Elaine Greaves

**Aims and Objectives**

The aim is to reduce costs by reducing the current Internal Audit staffing complement by 1 FTE.

1. Does the proposed budget saving affect people? **Yes**

2. What is/are the reason(s) for your proposed budget saving?

Savings are part of a process of continual review of service provision as we seek to secure operational efficiencies and redesign services in response to the financial challenge.

### 3. Impact

Which of the protected characteristics\* will the proposed budget saving have an impact upon?

Equality Target Group*	Positive Impact	Negative Impact	Relevant evidence/ information
Age	None	None	Internal Audit workplan will require to be revised and presented and agreed by the Audit Committee.
Disability	None	None	As above.
Gender Reassignment	None	None	As above.
Marriage & Civil Partnership	None	None	As above.
Pregnancy and maternity	None	None	As above.
Race	None	None	As above.
Religion or Belief	None	None	As above.
Sex	None	None	As above.
Sexual Orientation	None	None	As above.
Socio Economic Deprivation	None	None	As above.

4. How will the implementation of the proposed budget saving be communicated to those affected by any changes?

Any staffing impact will be conducted through the Council's Policy for Managing Change, to consult with employees scoped into the service and management reviews. Formal consultation with affected staff and representative unions would take place.

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5. How will you monitor the impact of the changes proposed? When is the budget due to be reviewed?

As noted above a review of the Internal Audit workplan will be required to reflect the reduced capacity and approval of the revised plan presented to Audit Committee. As a result of the reduction in Internal Audit Staff there may not be the capacity to complete enough work to provide and maintain moving forward a full opinion on the overall adequacy and effectiveness of the Council's framework of governance, risk management and control. Limitation of scope of the of the opinion would then be reflected in the Annual Governance Statement as advised in the CIPFA Guidance to Internal Auditors and the Leadership Team and Audit Committee of Local Government Bodies Head of Internal Audit Annual Opinions: Addressing the Risk of a Limitation of Scope, November 2020.

Detailed consideration of ensuring that the audit workplan to be Presented to the March 2023 Audit Committee will be given to the capacity to meet the assurance requirements with a reduction of Internal Auditors by a third. Progression with providing appropriate governance to meet the requirements of the Annual Governance Statement will be regularly reported to the Audit Committee during the year for consideration. Resilience within the team to any team changes is substantially reduced.

6. Please use the space below to detail any other matters arising from the Equality Impact Assessment (EqIA) process.

N/A

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