



Meeting: **Scrutiny Commission**

Date/Time: **Tuesday, 16 September 2014 at 2.00 pm**

Location: **Sparkenhoe Committee Room, County Hall, Glenfield**

Contact: **Mr. B. M. Smith (Tel: 0116 305 6036)**

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Membership

Mr. S. J. Galton CC (Chairman)

Mrs. R. Camamile CC Mr. D. Jennings CC
Mrs. J. A. Dickinson CC Mr. P. G. Lewis CC
Dr. R. K. A. Feltham CC Mr. K. W. P. Lynch CC
Dr. S. Hill CC Mr. R. J. Shepherd CC
Mr. Max Hunt CC Mr. L. Spence CC

A G E N D A SUPPLEMENT

The following report to be submitted to the Cabinet at its meeting on 19th September 2014 has now been published, agenda item 9 of the main Scrutiny Commission agenda refers.

<u>Item</u>	<u>Report by</u>	
9. Reduction in Funding and Support to Agencies - Outcome of Consultation and Proposed Reductions to Funding.	Chief Executive	(Pages 3 - 94)

The Commission will be invited to comment on the outcome of the consultation and proposals. The views of the Commission will be reported to the Cabinet.



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CABINET – 19th SEPTEMBER 2014

REPORT OF THE CHIEF EXECUTIVE

REDUCTION IN FUNDING AND SUPPORT TO AGENCIES – OUTCOME OF CONSULTATION AND PROPOSED REDUCTIONS TO FUNDING

PART A

Purpose of Report

1. The purpose of this report is to relate the outcome of a consultation exercise on proposals to reduce funding and support to agencies (considered by the Cabinet on 5th March 2014) and to seek the Cabinet's approval to allocate savings of £590,000 against the Chief Executive's Department's savings requirement.

Recommendations

2. It is recommended that -
 - (a) The responses to the consultation exercise and the changes proposed as a consequence, as detailed in Part B of this report, be noted;
 - (b) The savings proposals as set out in paragraphs 22 and 23 of this report be approved to achieve a reduction in the Chief Executive's Department's 'Funding and Support to Agencies' budget of £590,000.

Reasons for Recommendations

3. The Medium Term Financial Strategy (MTFS) 2014/15 - 2017/18 includes a £590,000 reduction, to be delivered by 2015/16, to 'funding and support to agencies' from an overall budget of £1.2 million (savings budget line S72). This level of reduction was informed by the public budget consultation conducted in the summer of 2013, where funding for agencies was in the top three budget lines identified to "reduce a great deal" or "reduce to some extent", i.e. it was considered to be a lower priority area where savings could be made in order to protect services to vulnerable people.

Timetable for Decisions (including Scrutiny)

4. The Scrutiny Commission will consider the consultation outcomes at its meeting on 16th September 2014 and its views will be reported to the Cabinet.

5. Subject to Cabinet approval, the requisite processes will be put in place in order to deliver the savings by April 2016. All affected agencies will be notified in writing of any change in funding or of the proposed termination of contracts by the end of September 2014. The tender process for the two new services will commence the week after the Cabinet meeting, with the new services commencing in January 2015.

Policy Framework and Previous Decisions

6. The MTFFS was approved by the County Council on 19th February 2014 and includes £590,000 of savings against 'S72 Funding and Support to Agencies'.
7. The proposals for the allocation of these savings were considered and agreed for consultation by Cabinet on 5th March 2014.
8. The Scrutiny Commission was consulted on the MTFFS on 29th January 2014. At this meeting the Leader recognised the good work that voluntary and community organisations undertook but stated that, given the financial pressures on the Council and the views of the public that it was only reasonable that reduced funding to the sector should contribute towards meeting the savings requirement.
9. The Scrutiny Commission considered the matter at its meeting on 26th March 2014 and resolved:
 - (a) That the proposals put forward to provide support to agencies within a reduced budget be broadly supported and that the retention of funding at existing levels for the provision of advice and advocacy services via Citizens Advice Leicestershire and Citizens Advice Charnwood be welcomed;
 - (b) That the performance targets associated with the current contract with Voluntary Action Leicestershire (VAL) be circulated to the Commission prior to consideration of VAL's annual performance presentation at a meeting later in the year.
10. The draft Communities draft Communities Strategy was considered by the Cabinet at its meeting on 17th June and a ten week consultation process commenced on 23rd June. The draft Strategy proposes a refocused relationship between the Council and communities, with an emphasis on enabling and supporting communities to help both themselves and vulnerable individuals and families (and thereby help us to manage the demand for services). To achieve this the Strategy proposes to increase the ambition and ability of communities to take over relevant services and to develop voluntary and community sector organisations as effective providers in a diverse Leicestershire market. The 'Funding and Support to Agencies' budget clearly has a role to play in this.

Resource Implications

11. The proposals in this report are intended to ensure delivery of the savings targets set out in the MTFS in full by April 2016. The table below demonstrates the necessary phasing change. The implications of this will be addressed within the refresh of the MTFS.

	2014/15 £000	2015/16 £000	2016/17 £000
Original MTFS 2014 Phasing	210	590	590
Revised Phasing	220	440	590

Circulation under the Local Issues Alert Procedure

12. This report will be circulated to all members via a Members News in Brief Item.

Officers to Contact

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PART B**Background**

13. The MTFs sets out a new vision for the County Council and a new Target Operating Model. The proposals in this report are intended to achieve those objectives in the context of budget reductions and financial stringency.
14. The Chief Executive's Department currently provides a total of £1.2 million for 'Funding and support to agencies that provide help to individuals and voluntary agencies in Leicestershire'. This budget line currently includes eleven contracts, Service Level Agreements (SLAs) or grant funding arrangements with seven different Voluntary and Community Sector (VCS) organisations. The organisations currently delivering these services are:
 - Voluntary Action Leicestershire (3 contracts)
 - Rural Community Council (3 contracts)
 - The Race Equality Centre (on behalf of a consortium) – ended April 2014
 - Citizens Advice Leicestershire
 - Citizens Advice Charnwood
 - POWhER
 - Leicestershire and Rutland Association of Local Councils
15. The budget also includes £40,000 of internal funding for Equalities and Diversity and partnership projects.
16. A savings target of £590,000, or almost 50%, has been agreed against this budget line, to be delivered by 2015/16. Table 1 below shows the original proposals for delivering the £590,000 savings. These proposals were the subject of a 12 week consultation exercise between 10th March and 2nd June 2014. The table shows the level of funding against each contract area prior to the start of the 2014/15 financial year, the proposed funding for 2014/15 and 2015/16, and the saving proposed to be delivered against each budget line to contribute to the £590,000 overall target. The table also includes lines for two new activities – Community Capacity Building Service and Leicestershire Equalities Challenge Group. The heading 'Cabinet Report Reference' in the second column of the table refers to the list of proposals for each budget line set out in the report to the Cabinet in March.

	Cabinet Report Reference	Current Provider	2013-14 (curent)	2014-15	2015-16	Saving £
Advice and Advocacy Service	D.	CAB	192,000	192,000	192,000	0
Support for Town/Parish Councils	G.	LRALC	20,000	20,000	20,000	0
Healthwatch & Health Advocacy	F.	POhWER/VAL ¹	467,511	316,511	275,000	192,511
Think Leicestershire	E.	VAL/LCC	70,000	30,000	0	70,000
Support for VCS organisations	A.	VAL	595,880	595,880	300,000	295,880
Rural Advice/Representation	B.	RCC	55,000	27,500	0	55,000
Race, Faith and LGBT representation	C.	TREC	35,000	0	0	35,000
NEW Community Capacity Building Service		Tender	0	25,000	50,000	-50,000
NEW Equalities Challenge Group		Tender	0	30,000	30,000	-30,000
Leicestershire Together	H.	Internal	20,000	15,000	10,000	10,000
Equalities - Workers Groups and Budget	I.	Internal	20,000	16,000	12,500	7,500
Total			1,475,391	1,267,891	889,500	585,891

1 = includes £275,000 Department of Health Funding

Table 1: 'Funding and Support for Agencies' budget – Consultation proposals

Consultation Results

17. A twelve week consultation process was conducted, with the majority of responses submitted online, although a number of additional comments and representations were received. A total of 138 responses were received during the consultation process, although not all those who responded answered every question. A detailed report on the consultation responses by question is attached as Appendix A to this report.

18. In terms of who responded to the survey, 46% of respondents represented a voluntary sector organisation or community group/organisation, 17% responded as individuals, and 16% on behalf of Town or Parish Councils. 37% of respondents had no full time equivalent (FTE) staff working for their organisation, 17% had between 1 and 5 FTEs, and 16% had between 11 and 20 FTEs. 44% of those completing a survey said that their organisation had an income of less than £50,000 per annum and a further 6% had no income.

19. 31% of respondents said that their organisation worked across the City and County, 26% in Leicestershire only, and 25% at Parish or community level. The most frequently referenced protected characteristic groups that the organisations responding to the survey worked with were Age – Children and Young People (76%), Age – Older People (68%) and Disability (45%).

20. Some common themes emerged from comments made by respondents to the survey:

- There is an inherent contradiction in reducing funding for the VCS whilst expecting the sector to take on services and support delivery of the Communities Strategy.

- The County Council should prioritise the remaining funding to front line, direct delivery and outreach staff who engage with the hard to reach and vulnerable.
- It is essential to ensure effective delivery of priority outcomes (and associated outputs) for all VCS contracts.
- The Council needs to support a diverse VCS – organisations of all sizes – with a focus on front line delivery. One suggestion was that larger VCS organisations could support smaller ones by taking on a mentoring role.
- The Council should help VCS organisations to focus on core business and support them to align this to emerging public sector priorities (if they want to access funding from the public sector – and that the Council must accept that some VCS organisations will not).
- The Council needs to ensure rural areas are not disadvantaged or marginalised by these funding decisions, and recognise the differences between urban and rural vulnerability.
- The Council should consider opportunities to develop sub-regional, i.e. with Leicester and Rutland, approaches.
- The Council and its partners must keep reporting and paperwork to a minimum to enable organisations to focus on delivery.
- The Council should ensure greater alignment of contracts – specifically Support for VCS Organisations, Support for Town and Parish Councils, and the new Community Capacity Building contract

Proposals

21. Table 2 below shows revised proposals for each line of the budget. These take into account the detailed results of the public consultation process on the budget:

	Current Provider	2013-14	2014-15	2015-16	2016-17	Saving £
Advice and Advocacy Service	CAB	192,000	192,000	192,000	192,000	0
Support for Town/Parish Councils	LRALC	20,000	20,000	20,000	20,000	0
Healthwatch/Health Advocacy 1	POhWER/VAL	467,511	309,391	262,391	262,391	205,120
Think Leicestershire	VAL/LCC	70,000	30,000	0	0	70,000
Support for VCS organisations	VAL	595,880	595,880	450,000	300,000	295,880
Rural Advice/Representation	RCC	55,000	41,250	0	0	55,000
Race, Faith and LGBT representation	TREC	35,000	0	0	0	35,000
Community Capacity Building Service	Tender	0	38,750	55,000	55,000	-55,000
Equalities Challenge Group	Tender	0	17,500	30,000	30,000	-30,000
Leicestershire Together	LCC	20,000	15,000	10,000	10,000	10,000
Equalities - Workers Groups and Budge	LCC	20,000	16,000	12,500	10,000	10,000
Total		1,475,391	1,275,771	1,031,891	879,391	596,000

1 = includes £275,000 Department of Health Funding

Table 2: 'Funding and Support for Agencies' budget – Final Proposals

Detailed Proposals

22. In light of the consultation responses, it is proposed to:

- a) Continue to provide a total of £192,000 (combined) per annum to the two Citizens Advice Bureaux (Leicestershire and Charnwood) to deliver 'Advice and Advocacy Services'.
- b) Continue to provide £20,000 per annum to the Association of Local Councils to deliver 'Support for Town and Parish Councils'.
- c) Continue funding the 'Health Advocacy' contract (currently delivered by POhWER, with a contract value of £82,000) but reduce the total value of the contract to a maximum of £75,000 when the service is retendered for 2015/16 and ensure that the best possible value for money is achieved, i.e. try to secure the service for less than £75,000 (additional saving of at least £7,000 from that originally proposed).
- d) Remove all additional (i.e. on top of the Department of Health grant) County Council funding for 'Healthwatch Leicestershire'. This would result in a reduction of £80,000 in total or £40,000 per annum for both 2014-15 (Year 2 of the contract) and 2015-16 (Year 3) from the current annual budget of £267,391. However, the net overall reduction (across both years) to Healthwatch will be only £25,000, as there is a declared underspend of £55,000 from Year One of the contract.
- e) End County Council funding for 'Think Leicestershire' in March 2015 as planned, thus removing £30,000 from the budget from 2015/16 (in addition to £40,000 of internal funding already removed from the budget in 2014-15).
- f) Reduce the funding for the County Infrastructure Organisation – Voluntary Action Leicestershire to £300,000 as proposed, but to phase the reduction over *two* years rather than one as originally intended. £145,880 will therefore be removed from the budget for the third and final year of the current contract (2015-16), reducing it from £595,880 to £450,000. It would be reduced by a further £150,000 when the contract is retendered for the start of the 2016-17 financial year, giving a reduced County Council contribution to the new (partnership) contract of £300,000 per annum from 2015/16.
- g) In response to comments about the wide remit of the new Leicestershire Equalities Challenge Group and the challenge of supporting such a wide range of communities of interest, make available an additional £10,000 in Quarter Four of 2014-15 (the first quarter of the new contract) for capacity building training, to be delivered by the commissioned organisation. This contract will be tendered for 27 months i.e. from January 1st 2015 to March 31st 2017 in September 2014. The additional £10,000 will come from the 2014-15 budget and will have no overall impact on the savings target.
- h) In response to the representations about the level of funding proposed for the new Community Capacity Building contract, make available an additional

£25,000 for each of the two years of the contract (£5,000 from this budget and £20,000 from Communities Strategy 'invest to save' funding). This will address comments made in the consultation about the level of priority for outreach work. The total budget per year for two years (plus proportionally for Quarter Four of 2014/15) will therefore be £100,000, including a contribution of £25,000 per annum from the Public Health budget.

In response to the comments about the difference between rural and urban needs and vulnerability, the tender documents will stress the need for interested bodies to demonstrate their understanding of rural communities and to have a clear strategy for responding to the needs of diverse communities. It will also explicitly state that the Council welcomes consortia between two or more organisations with specific rural and urban specialisms and that the funding will be split roughly 50/50 between rural and urban communities. When the tender documentation is produced it will clearly set out the links and differences between this contract and the role of the County VCS Infrastructure Support organisation. This contract will be tendered for 27 months, i.e. from January 1st 2015 to March 31st 2017 in September 2014.

- i) Reduce the internal budget for partnership working, which includes £7,500 per annum for the Community Buildings Service (delivered by the Rural Community Council), from £20,000 to £10,000 by 2015-16 (a reduction to £15,000 has already been delivered in 2014-15).

Confirm the reduction to the internal Equalities and Workers Groups' budget from £20,000 to £16,000 in 2014-15 and to £12,500 in 2015-16 and £10,000 in 2015-17.

23. A summary of the changes from the original proposals is therefore as follows:

- Reduce the funding for the POhWER contract from £82,000 to a maximum of £75,000 when the contract is retendered for 2015/16, giving an additional saving of at least £7,000.
- Phase the £295,880 reduction to the 'Support for VCS Organisations' contract over two years, reducing the contract from £595,880 to £450,000 in 2015-16 and then from £450,000 to £300,000 when the contract is retendered for 2016-17.
- Provide an additional £10,000 to support a membership refresh and a programme of capacity building training and support for the Leicestershire Equalities Challenge Group (this will come from the 2014-15 budget and have no overall impact on the savings target).
- Invest an additional £25,000 per annum in the Community Capacity Building contract (£5,000 from this budget and £20,000 from the Communities Strategy invest to save legacy from the previous Big Society funding) in response to the comments made in the consultation about the level of priority for outreach work. Ensure that the tender assessment process probes the ability of organisations to deliver an effective and differentiated service in urban and rural communities, reflecting the diversity of communities that make up Leicestershire.

Conclusion

24. A number of changes have been made to the revised savings proposals as a result of the public consultation. However the majority of responses were broadly supportive of the way in which it was proposed to allocate the savings and the revisions do not therefore represent a significant change in the direction of travel.
25. In October 2014 the Cabinet will consider a further report on the Communities Strategy, which will include reference to the VCS contracts and how they will help to deliver the proposed Strategy.
26. The savings proposals outlined in this report relate to the MTF period 2014/15 - 2017/18. Members will be aware that the report on the roll-forward of the MTF to 2018/19 indicated a financial gap in excess of £40m. As a result there will be a need to look again at this area of activity to determine whether further savings can be achieved.

Background Papers

Report to the County Council - "Medium Term Financial Strategy 2014/15 – 2017/18", 19 February 2014.

<http://politics.leics.gov.uk/ieListDocuments.aspx?CId=134&MId=3961&Ver=4>

Report to the Cabinet – "Reduction in Funding and Support for Agencies", 5th March 2014

[http://politics.leics.gov.uk/Published/C00000135/M00003988/AI00037205/\\$9reductioninfundingandsupporttoagencies.docxA.ps.pdf](http://politics.leics.gov.uk/Published/C00000135/M00003988/AI00037205/$9reductioninfundingandsupporttoagencies.docxA.ps.pdf)

Report to the Cabinet – "Communities Strategy", June 17th 2014

[http://politics.leics.gov.uk/Published/C00000135/M00003991/AI00038434/\\$4communitiesstrategydraft.docxA.ps.pdf](http://politics.leics.gov.uk/Published/C00000135/M00003991/AI00038434/$4communitiesstrategydraft.docxA.ps.pdf)

[http://politics.leics.gov.uk/Published/C00000135/M00003991/AI00038434/\\$4communitiesstrategyappxa.docxA.ps.pdf](http://politics.leics.gov.uk/Published/C00000135/M00003991/AI00038434/$4communitiesstrategyappxa.docxA.ps.pdf)

Appendices

Appendix A – 'Funding and Support for Agencies' budget consultation results

Appendix B – Risk Assessment

Appendix C - Support for VCS Organisations Equalities and Human Rights Impact Assessment (EHRIA)

Appendix D – Change from Rural Advisory/Rural Representation Contracts to new Community Capacity Building Service EHRIA

Appendix E – Leicestershire Equalities Challenge Group - Engagement and Representation contract EHRIA

Relevant Impact Assessments

Equality and Human Rights Implications

27. Full Equalities and Human Rights Assessments have been carried out on the three contracts where significant changes are proposed, either because the contract is ending and a new service is being commissioned or because a

funding reduction is proposed. These questionnaires are attached as Appendices C to E.

28. The EHRIA on the Support for VCS Organisations proposals highlights the need to work with the current provider to understand the detail of the equality impact of the service changes once the reduced service for 2015/16 has been scoped out, including by developing a more detailed EHRIA report and ensuring wider understanding of the equality impact of the service changes by sharing information with partners.
29. The EHRIA on the new Leicestershire Equalitise Challenge Group highlights the need to undertake further engagement with Race, Faith and LGBT communities to understand the specific impacts of the new service, the need for additional investment in capacity building and the need to identify positive and negative impacts of contract delivery via quarterly contract management meetings.
30. The EHRIA on the new Community Capacity Building Service highlights the need to hold a joint focus group with the commissioned organisation in order to understand more clearly the capacity building needs of specific communities, provide additional funding for the contract in order to increase its reach into both urban and rural communities and use the quarterly contract management meetings with the commissioned organisation to assess any positive and negative impacts of contract delivery.

Partnership Working and Associated Issues

31. The County Council funding for the County-wide Infrastructure contract delivered by VAL is part of a pooled budget of £800,000. The Council is required under the terms of a partnership agreement to give all other funding partners 3 months' notice of any proposed change in funding. The timescales proposed in this report take this into account.
32. Information about the proposed new contracts has been shared with key partners, including District Councils and the Clinical Commissioning Groups.

Chief Executive's Department 'Funding for Agencies' Budget – Consultation Results

Background

The County Council's 'Funding for Agencies' budget currently supports eleven contracts, SLAs and grant funding arrangements with seven different VCS organisations. These organisations are:

- Voluntary Action Leicestershire (3 contracts) [VAL]
- Rural Community Council (3 contracts) [RCC]
- The Race Equality Centre (on behalf of a consortium) [TREC] *
- Citizens Advice Leicestershire [CAB]
- Citizens Advice Charnwood [CAB]
- POWhER [POWhER]
- Leicestershire and Rutland Association of Local Councils [LRALC]

*contract ended April 2014

In summer 2013, the 'Leicestershire's Future' budget consultation identified 'Funding for Agencies' as one of the top three budget lines to "reduce a great deal" or "reduce to some extent" i.e. it was felt that 'Funding for Agencies' was a lower priority area where savings could be made.

A savings target of £590,000, or almost 50% of the total £1.2 million budget, was therefore agreed by the County Council at its meeting on 19th February 2014, to be delivered by the 2015-16 financial year. The consultation clearly showed that protecting services for vulnerable people was a priority for residents, stakeholders and Council staff and the remaining budget will therefore be prioritised to enable us to best support those who are vulnerable.

The 'Funding for Agencies' Consultation questionnaire therefore sought views on the following proposals:

- A. That there should be no reduction in funding for Advice and Advocacy Services through Citizens Advice Leicestershire and Charnwood, and Support for Town and Parish Councils through the Leicestershire and Rutland Association of Local Councils. That there will be minimal change to the Healthwatch Leicestershire contract despite a proposed reduction of £80,000 over two years (due to an underspend in the current year which will be re-allocated), and that the Think Leicestershire contract should end, as planned, in March 2015
- B. That the amount of funding available for the County Infrastructure Organisation, Voluntary Action Leicestershire, who deliver the Support for VCS Organisations contract, should be reduced from £595,880 to £300,000 in 2015/16.

- C. That the Council should commission two new services from January 2015. The first of these will support capacity building of communities of place/geography (the new Community Capacity Building Service) and the second will support the representation of communities of interest (the new Equalities Challenge Group).

The table below shows the level of funding against each area in 2013/14, the proposed funding for 2014-15 and 2015-16 included in the consultation proposals, and the saving to be delivered against each budget line. The table also includes the original proposed allocation of funding for two new proposed services – Community Capacity Building Service and Leicestershire Equalities Challenge Group.

£80,000 of the budget (H, I and part of E) is used to support internal LCC activity and cuts of 72% are proposed in relation to these elements of the budget.

	Cabinet Report Reference	Current Provider	2013-14 (current)	2014-15	2015-16	Saving £
Advice and Advocacy Service	D.	CAB	192,000	192,000	192,000	0
Support for Town/Parish Councils	G.	LRALC	20,000	20,000	20,000	0
Healthwatch & Health Advocacy	F.	POhWER/VAL	192,511	41,000	0	192,511
Think Leicestershire	E.	VAL/LCC	70,000	30,000	0	70,000
Support for VCS organisations	A.	VAL	595,880	595,880	300,000	295,880
Rural Advice/Representation	B.	RCC	55,000	27,500	0	55,000
Race, Faith and LGBT representation	C.	TREC	35,000	0	0	35,000
NEW Community Capacity Building Service		Tender	0	25,000	50,000	-50,000
NEW Equalities Challenge Group		Tender	0	30,000	30,000	-30,000
Leicestershire Together	H.	LCC	20,000	15,000	10,000	10,000
Equalities - Workers Groups and Budget	I.	LCC	20,000	16,000	12,500	7,500
Total			1,200,391	992,380	614,500	585,891

Consultation Results

Please note that the proposals outlined in this paper are the original proposals on which the Council consulted.

A total of 138 responses were received to the consultation but it is important to note that not all 138 respondents completed all questions in the survey. The total number of responses to each individual question is therefore included for information.

General Comments

A number of respondents emphasised the need to ensure that all recipients of future funding ensure delivery against agreed priority outcomes and use the funding efficiently. It was suggested that greater alignment of contracts is required. Three respondents felt that a fairer way to reduce the funding would be to cut all funded projects proportionally.

Others questioned the logic of making the savings proposed whilst expecting more from communities and the voluntary sector:

“it makes no sense to say that the authority wants the voluntary sector to take over services and innovate to deliver change, whilst cutting support to these same organisations”

There were comments throughout the responses to the different questions in the consultation about the need for the Council to reduce management costs and member expenses and ensure that its own operations are as efficient as possible.

There were a number of comments about prioritising the remaining funding to support organisations providing front line, outreach and direct delivery:

“if resources are scarce, which they obviously are hence this consultation, funding should be allocated to those organisations doing front line delivery”

“more emphasis should be placed on funding outreach staff to engage with vulnerable, hard to reach groups”

One respondent suggested that contract procurement and monitoring costs should be reduced and the money saved used for direct service provision.

There were a significant number of comments about the rural-urban split and a sense that some people felt that rural areas would be disadvantaged by the proposals – *“rural communities stand to be marginalised under the new funding regimes”*. Others emphasised the need to recognise the differences between rural and urban vulnerability; *“ring fence financial support to help rural communities within each budget regime”*

There was also a plea to *“advise organisations as quickly as possible to give time for them to adjust”*.

1. Do you have any comments about our intention to retain funding for the two Citizens Advice Bureaux, the Association of Local Councils and POhWER (Health Advocacy) at the current level?

Total responses = 97

The proposal is to retain £192,000 per annum for Citizens Advice Leicestershire and Citizens Advice Charnwood

The proposal is to retain £20,000 per annum for the Leicestershire and Rutland Association of Local Councils
--

The proposal is to retain £82,000 of funding for POhWER for health advocacy services
--

35 respondents agreed with the proposal to retain funding for all four organisations, 6 respondents disagreed and 3 respondents stated that this question was not relevant/applicable to them.

Citizens Advice Bureaux – Leicestershire and Charnwood

35 further respondents, i.e. in addition to the 35 respondents who supported the proposals overall giving a total 72% of respondents to this question, supported the retention of funding for the two Citizens Advice Bureaux. Reasons given for this include the essential role of the CABs in the current economic climate, their role in supporting vulnerable people, particularly in response to recent welfare changes, and the need for CABs to reinforce statutory services which are in danger of being overwhelmed, particularly as national and local government shrink and direct people with problems to CABs. CABs were felt to minimise costs through the use of volunteers and to gather a wealth of information about the most vulnerable in our communities. Many felt that the service offered by the CAB is urgently needed, and several respondents that the funding should be increased if possible. *"I do not know of any other organisations which can supply the range of advice and support for members of the community who cannot afford professional fees"*

"Citizens Advice Bureaux provide as frontline a service to vulnerable people as you can find...they provide highly valuable services to vulnerable people who are not always able to help themselves or identify other avenues for support!"

"It is more important than ever that people have access to unbiased information, guidance and advice. LCC recognition of this is very welcome"

Less positive comments about the CAB contract include opening hours being reduced and staff made redundant across the County despite no cuts being proposed and the impact of the recent CAB reorganisation and resulting loss of experienced staff and volunteers.

"They have encouraged their most experienced people to accept redundancy. They now appear to be losing their most experienced volunteers"

"All County Bureaux have had their opening times reduced whilst maintaining the hours for the City Bureau. I do not believe that there has been a thorough examination of the possibilities in terms of restructuring"

Several respondents referred to the challenge of delivering CAB services in rural areas and the related danger of depending on people being able to get to CAB offices.

Several respondents expressed concern that Leicestershire County Council only provides funding for two CAB in the County. In fact these two CABs cover all seven District/Borough areas in Leicestershire, as Leicestershire CAB covers Blaby, Harborough, Hinckley & Bosworth, Melton, North West Leicestershire and Oadby & Wigston.

Leicestershire and Rutland Association of Local Councils (LRALC)

19 further respondents, i.e. in addition to the 35 respondents who supported the proposals overall (giving a total of 56% of respondents to this question), supported the retention of funding for the LRALC and several urged that this funding should continue beyond the two years set out in the consultation document. People value the website, e-newsletters, training, guidance/advice and support provided by the LRALC, and point out that both Parish

Councils and the Association exist and run due to volunteers and that the LRALC is accountable to all Member Councils. It was felt important that the LRALC works with LCC to ensure that the contract prioritises information, advice and training to support the changing LCC strategy and it was suggested that there should be close alignment between the LRALC, VAL and new Community Capacity Building contracts.

“The LRALC provides vital information, advice and support to enable Parish Councils (and Parish Councillor volunteers) to function effectively, to develop and to ultimately benefit the local community...it is a vital organisation to provide support, information, advice and practical measures to avoid a worsening of people’s lives”

“Without the support of the LRALC, it would be almost impossible for part time Clerks and Parish Councillors to ensure that they are working within the legal framework and to access funding and support that will allow their communities to develop”.

“the PC strongly urges LCC to plan to continue funding the LRALC beyond 2015/16 in view of the vital service it provides to Town and Parish Councils”.

6 respondents (6%) suggested reducing the level of funding provided to the LRALC, for a range of reasons. These include that it should be funded by Parish Councils themselves through the precept, could be provided by NALC or the District Councils or be part of the proposed new Capacity Building contract. Others questioned the extent to which the LRALC and Parish Councils support vulnerable people and the level of funding received in relation to the small number of staff. There was also a challenge about the level of self-interest and individual motivation of the LRALC committee members and the breadth of their interest/agenda. 3 respondents had never heard of the LRALC.

“It would be interesting to know how much they are prepared to help themselves by increasing the fees of their members who have the facility of raising their precept”

POhWER

6 respondents supported a reduction in funding for POhWER, the reasons stated for this included that the CAB could fulfil this role, that the NHS should fund and manage this health advocacy role, potential duplication with Patient Participation Groups (PPGs) that are linked to every GP surgery and the fact that the organisation delivering the contract is not local enough. 9 respondents had never heard of POhWER.

- 2. Do you have any comments about the minimal/planned changes to the Healthwatch Leicestershire (VAL) and Think Leicestershire (VAL) projects?
Total responses = 99**

The proposal is to remove all additional LCC funding (currently up to £192,000 per annum) for Healthwatch. This means that the costs of both the POhWER and Healthwatch contracts will be met by the national government grant of £275,000 by 2015/16

Think Leicestershire is a three year project initially funded by the County Council at £70,000 per annum; this has been reduced to £30,000 for 2014/15 as the LCC staffing element had already been removed. It is proposed that all funding should cease at the end of March 2015.

18 respondents agreed with the proposal as set out above. Comments included that these projects/services are less essential. 3 respondents opposed the reductions. 9 respondents said that they had not heard of either organisation and 28 people did not comment in this section.

Think Leicestershire

11 respondents specifically supported the cessation of funding for Think Leicestershire in March 2015. Reasons given for this include no/limited evidence of impact/outcomes, lack of direction, and a feeling that it should be in the commercial/private sector with the opportunities that this would bring for raising funding. Others felt that the project lacks direction, is not accessible to the average person and is pitched at the wrong level. There was consensus that Think Leicestershire is less important than some of the other contracts covered in this consultation.

“Think Leicestershire does not seem to have made any impact in the area where I live”

“Funding needs to be more with organisations that work at grass-roots levels – the does not the thinkers”

Healthwatch Leicestershire

13 respondents supported the reduction in funding for Healthwatch Leicestershire. Several questioned why LCC funds Healthwatch (the proposal is that LCC will not contribute any funding in addition to the national government grant); again there were suggestions that the function should sit with CABs or the PPGs and that there are other avenues for challenge of the NHS. Others questioned the impact and effectiveness of the current Directors and Board and suggested that the number of meetings and level of bureaucracy should be reduced. Three respondents suggested that few have heard of or engage with Healthwatch due to its lack of visibility.

3 respondents positively supported its continuation at a time when people are likely to have less/reducing access to health services. The website was seen as an important source of information. It was also recognised by some that there is a statutory obligation to have a Healthwatch service.

County Infrastructure Organisation (CIO)

The proposal set out in the consultation is to reduce the amount of funding available for the County Infrastructure Organisation (Voluntary Action Leicestershire) for the Support for VCS Organisations contract. This will be reduced from £595,880 to £300,000 by 2015/16. We

recognise that this cut will have a significant impact on the level and type of support available to voluntary sector and community groups in the County.

At the moment the contract supports three specific areas of activity:

Policy and Voice - influencing and enabling the local voluntary sector voice

This includes producing policy information/briefings, helping the sector to influence policy decisions, supporting the sector to collaborate (work together), influencing commissioning processes, demonstrating the social value of the sector and gathering/providing accurate information about the sector in order to influence decisions

Group Support - capacity building the local voluntary sector

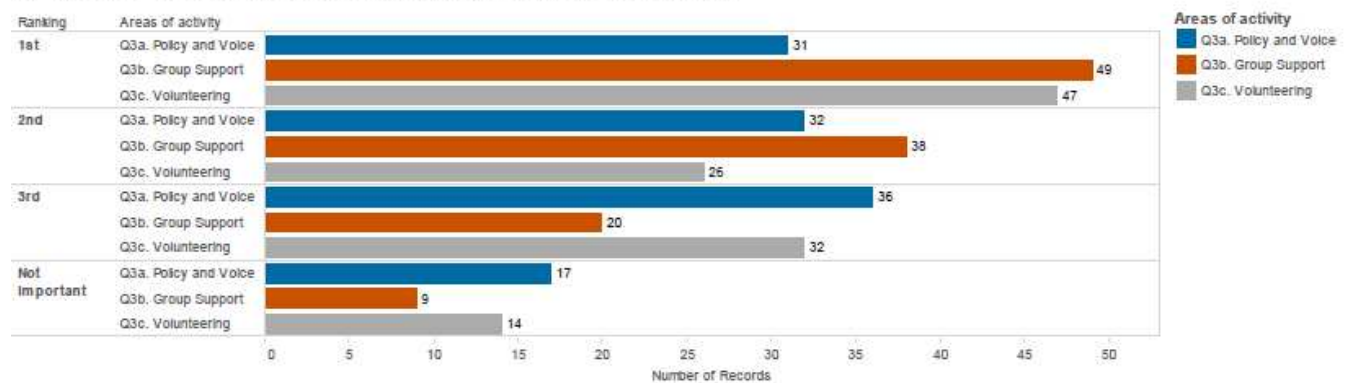
This includes supporting new groups to evolve to meet gaps in service provision, funding advice and support, support for groups who want to tender for public sector contracts, help to run groups effectively and general group support services (e.g. training, workshops and consultancy)

Volunteering - promoting, developing and supporting volunteering

This includes supporting the development of new volunteering opportunities, enabling people to take up volunteering opportunities and ensuring people are happy with their volunteering placement

3. Please rank each of these in order of importance to your organisation

Q3 - Please rank each of these in order of importance to your organisation:



Sum of Number of Records for each Areas of activity broken down by Ranking. Color shows details about Areas of activity.

Group Support, closely followed by Volunteering, was the area of Infrastructure Support activity of greatest importance to respondents. 75% of respondents had Group Support as their first or second choice, 61% had Volunteering and 54% had Policy and Voice. The responses to this question will help to inform the remodelling of the County Infrastructure Organisation contract.

4. To what extent do you agree or disagree that each of the specific areas of support listed below will be of use / value to your organisation in the future

Question 4 asked respondents to assess a list of 27 different areas of support that could be provided by an infrastructure organisation in terms of the extent to which they would be of use/value to their organisation in the future. The top ten support areas, ranked by the percentage of respondents who strongly agree or agree that they will be of use/value to their organisation, are:

Infrastructure Support Area	% Strongly Agree	% Strongly Agree/Agree
Information about funding opportunities	41%	83%
Developing funding applications	38%	71%
Training around specific development areas	28%	66%
Influencing policy decisions – locally and nationally	23%	65%
Financial management and sustainability	28%	63%
Knowledge and information about the Leicestershire VCS	23%	62%
Support a collective and effective VCS voice	26%	62%
Help setting up/running a group or organisation	22%	60%
Developing and marketing volunteering opportunities	22%	59%
Recruiting volunteers	23%	55%

5. Which five of these are most important to your organisation?

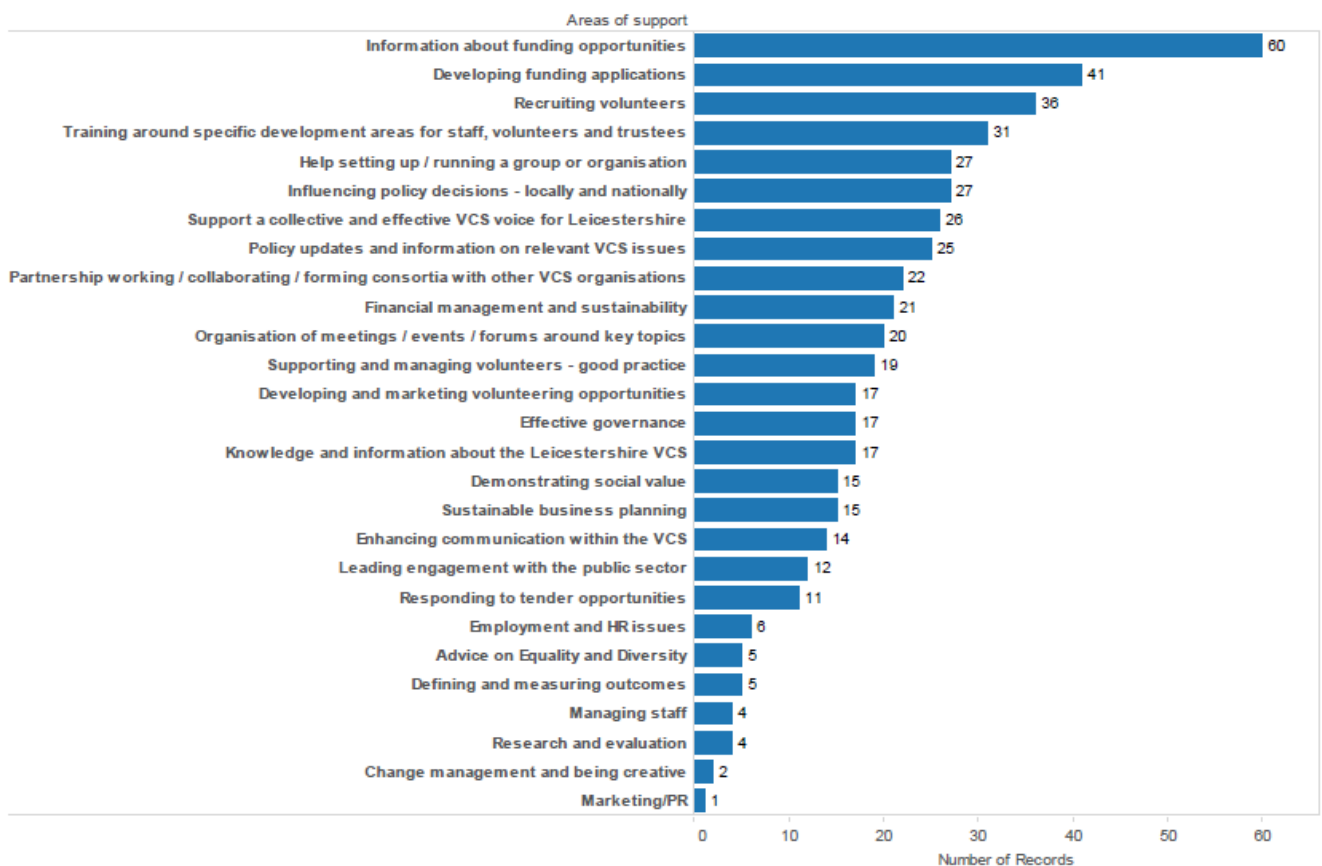
When asked to identify which of these areas of infrastructure support were most important to their organisation, the top five are as follows:

- 1) Information about funding opportunities - 57%
- 2) Developing funding applications - 39%
- 3) Recruiting volunteers - 34%
- 4) Training around specific development areas - 29%
- 5) = Influencing policy decisions – locally and nationally - 25%
- 5) = Help setting up/running a group or organisation - 25%

Again, this information will support any remodelling of the current CIO contract and inform the retendering of the contract for 2016/17 onwards.

The table below shows all options ranked by number of respondents identifying each option in their top five:

Q5 - Which five of these are most important to your organisation? Please tick up to 5 options.



Sum of Number of Records for each Areas of support.

**6. What specific impact is the proposed reduction to ‘Support for VCS Organisations’ through the County Infrastructure Organisation likely to have on your organisation/group?
Total Responses = 106**

When asked about the specific impact that the proposed reduction in funding of £296,0000 (from a budget of almost £600,000 currently) would have on the respondents’ organisation or group, there was a real diversity of opinion.

In addition to the wide range of specific impacts identified in the table below, general comments opposing the reduction in funding included that the VAL service is an essential/invaluable resource that should be protected and retained (7 people) and, if possible, extended or increased i.e. that the proposed reduction in funding should not be applied to this contract. Others commented on the impact on outreach work of previous cuts and the likelihood that these proposed reductions will further reduce the potential for an effective and sustainable VCS. One respondent felt that VAL provides an essential ‘macro-vision’ for the sector whilst others identified specific benefits including VAL’s role in tackling worklessness through on-going work with Job Centre Plus, and support for the Police and Crime Commissioners’ grant making process in 2013/14. It was also suggested that further reductions were likely to lead to more costs for the public sector in the long run.

“Voluntary action is the heart of communities but it needs infrastructure support”

“Cutbacks and austerity mean an increased focus on and reliance upon volunteers – which will require good volunteer information, advice, management, support, advocacy, representation etc. – all of which VAL can help with”

“I represent a community youth group which has had very little support from anyone with the exception of VAL. Funds spent on VAL, in our view, are leveraged by them to help a large number of small VCS organisations and we deplore any reduction in the support given to them”

Specific examples of direct impacts (in order of number of times referenced) were:

Impact	Number of Responses
Won't get the advice/support we need to provide our service	16
Difficulty recruiting, training and managing volunteers	14
Less funding advice/support and reduced chance of success	13
Training	6
Lack of a VCS voice/network/fragmentation of sector	5
May have to pay for support/advice	4
Lack of support with tenders	4
Less support for collaboration	4
Massive impact in many areas	2
Lack of information about policy changes	2
Less support for smaller, local groups	2

Additional examples of impact from individual respondents included potential isolation for smaller groups, reduced ability to help the people who need it, lack of support with finance and business planning, lack of innovation, lower numbers of volunteers and the loss of the newsletter and networking events.

Others warn of the danger that the funding reduction is likely to have on the delivery model: *“we expect that the first reaction to reduced funding would be for VAL to further cut outreach provision in order to sustain the central, city-based organisation and staffing”*

Several respondents commented positively about the professionalism and abilities of VAL staff.

7 respondents stated that the proposed 50% reduction would have ‘limited’, ‘not much’, ‘very little’ or ‘minimal’ impact on their organisation or group

24 respondents stated that the proposed 50% reduction would have ‘no impact’ on their organisation. Reasons given for this include the following (all suggested by between two and five respondents):

- Need a smaller central hub with more frontline services
- Too remote - need more local voluntary initiatives and interventions – get out there
- A lot of resources going to one organisation
- Danger of City bias/County resources being used in the City
- VAL don't operate in rural areas
- No evidence that VAL reach anyone who lacks confidence or capability
- We are a large organisation – VAL don't support us
- Cut to VAL will protect other, more valuable services
- Taking over the sector – TESCO approach
- Never heard of VAL

“VAL seems to be taking over the voluntary sector in Leicestershire...one large organisation is swallowing up all the funding while allowing smaller, but equally valid and valuable VCS organisations to face financial ruin”

“Funding has already ceased to be available to sustain the work of local VCS organisations. The CIO has become largely irrelevant in the life of the VCS in our District”

“The County Council needs to be bold and look seriously at what they are expecting the CIO to do and then trim the funding accordingly as at present it is far too lavish with the end result that front line delivery elsewhere is adversely affected”

7. Are there any steps that the Council could take to minimise this impact and, if so, what?

Total Responses = 93

A wide range of responses were received to this question, some key points are summarised below:

General

- Help groups to focus on core business
- Provide rent free offices in unoccupied City and County Council buildings
- Waste less on other things - still too much bureaucracy and levels of management
- Represent to central government that many of the cost cutting measures will result in a vast increase of incurred and unavoidable costs
- Review overlap between LCC and commissioned VCS services and commission together
- Place a value on people and services - think about cutting the budgets a different way
- Adopt a sub-regional approach with the City and Rutland - this would lead to economies of scale and avoid a postcode lottery of support across LLR
- Ensure that reporting/paperwork is kept to a minimum so that money can be spent on providing a service and not unnecessary administration
- Commission on outputs - wider than just the VCS agenda
- Provide more/stronger Council support

Funding

- Provide more funding to Parish Councils to enable them to provide the services to groups in their own areas
- Put some resources back into local VCS organisations
- Complete reallocation of funding across those VCS organisations who are delivering on the ground with outreach staff
- Look at other areas of expenditure before reducing funding for VCS organisations
- Seek to negotiate developer contributions to provide a realistic funding pot
- Stop all LCC funding - allow local communities to manage/finance their own schemes

Voluntary Sector

- Ensure that voluntary sector organisations are able to access the (confidential, free) support they require in order to be able to compete effectively in tenders
- Encourage the diversity of VCS organisations rather than the amalgamation of groups, weakening identities and diluting the issues
- Prioritise any remaining funding to group support - locality based arrangements?
- Support new projects and provide less support to ongoing and established projects/groups
- Some larger organisations could provide supportive links to smaller organisations

Volunteering

- Maintain volunteer drop in sessions e.g. at local libraries
- Promote volunteering and encourage organisations to involve volunteers better as this will help their sustainability
- Listen to local volunteers
- Time banking so value is added from other sources in return for services offered

Rural Communities

- Leicestershire is predominately a rural county with many isolated parishes
- The RCC funding should not be cut they are required to support many organisations in the rural area
- You are suggesting creating new funding for community capacity building. This is a central feature of what the RCC do - why are you taking all their funds away and creating something new?

Please see the section on page XX summarising the comments on the funding currently provided to the Rural Community Council through the Rural Advice Service and Rural Representation contracts.

8. Will the proposed reduction in budget to the County Infrastructure Organisation present challenges for specific service users (please identify who and what the specific challenges will be)?

Total Responses = 85

15 respondents said that there would be no challenges for specific service users.

Specific groups of service users identified by 3 or more respondents as likely to be impacted by the proposed reduction in budget for the County Infrastructure Organisation (and the number of people referencing) were:

Service Users	Number of Responses
Rural communities/rural isolated	13
Volunteers (more expected of them)	9
Smaller organisations/user-led groups	8
Most vulnerable/disadvantaged	8
Voluntary organisations	7
Service users	4
Money should be given to front line organisations	3
Vulnerable elderly	3

12 respondents did not know what the challenges might be, “particularly until VAL allocates its reduced budget”.

The impacts may also be felt by less affluent areas, village halls and Parish Councils. One pragmatic response was that “we will have to accept we may need to wait longer for help”.

“this will present challenges to all groups affected in that they will endeavour to provide the same/an improved service with less money”

9. Have you/your organisation ever accessed support from the current County Infrastructure Organisation, Voluntary Action Leicestershire (VAL)?

72 organisations (61%) of respondents to this question had accessed support from Voluntary Action Leicestershire. 46 respondents (39%) had not accessed support.

10. If YES, what difference did this support make to your organisation?

Difference Made	No. of Responses
Helped to secure funding	18
Training and advice	11
Support to recruit and place volunteers	11
Support for collaboration	6

Strengthened organisational capability	6
Helped achieve our objectives	4
Policy support	4
Helped with promotion/awareness raising	4
Advice, encouragement and support	4
E Bulletin	4
Helped us with support/activities for vulnerable people	3
Forums/Conferences	2

8 respondents made a general comment that the support received had been invaluable but 7 respondents said that it had been of no help and 5 that it had been of minimal help. 3 respondents commented about the poor quality of the group support service whilst providing positive comments about other areas of support.

11. What would the impact have been on your organisation if this support was not available?

Total Responses = 65

The two main impacts - identified by 18 and 17 respondents respectively - were that the project would not have happened or would have taken longer, and a reduction in/closure of the service or organisation itself. 9 respondents identified failure to gain funding and 5 difficulty in recruiting volunteers. 5 respondents felt that the organisation would be less capable and effective and the same number that their organisation would have become isolated or out of touch. 3 respondents stated that they would not be able to offer as many services/activities. Other impacts include greater reliance on public services, lack of access to key information, contacts and organisations and the need to find/fund alternative support.

“Risk of some VCSOs which could deliver excellent services to achieve the Police and Crime Plan outcomes not being funded, due to submitting poor quality applications”

“I may have given up without this support, and without ongoing support it will impede development, and may ultimately lead to the failure of the business, as creating a viable social enterprise is extremely challenging”

“We would still have continued to undertake our work, but not worked so closely with the public sector to help to meet your priorities”

8 respondents stated that the support not being available would have had no impact and 5 that it would have had little impact.

It proposed to commission two new services from October 2014. The first of these will support capacity building of communities of place/geography (the new Community Capacity Building Service) and the second will support the representation of communities of interest (the new Equalities Challenge Group).

The new Community Capacity Building Service will support the Council in delivering its service devolution (communities delivering services, either on their own or in partnership with the Council) and demand management (supporting vulnerable people) priorities. This new service will cover the whole of Leicestershire (i.e. both rural and urban areas). The £50,000 allocated from the Chief Executives Department budget will be supplemented by £25,000 a year of Public Health funding. The total new contract value will therefore be £150,000 or £75,000 per year for two years.

New external support will be commissioned for the Leicestershire Equalities Challenge Group (LECG). Associated capacity building and training will ensure that members of the group are able to participate effectively and communicate information between public agencies and the communities they represent. We intend to seek independent support for the LECG as we believe that this will enable the group to play a vital scrutiny and challenge role in terms of the Council's proposed policy and service changes.

The communities of interest currently included in the LECG are as follows:

- Age – Older and Younger
- Asylum Seekers and Refugees
- Carers (including young carers)
- Disability – Learning, Physical and Sensory
- Drug and/or Alcohol Users
- Gender Re-assignment (Transgender)
- Gypsies and Travellers
- Marriage and Civil Partnership
- Offenders and Ex-offenders
- People with poor Mental Health
- Race

12a. What sort of capacity building support do you think community groups and voluntary sector organisations in Leicestershire most need if they are to support vulnerable people in order to reduce the demand on public services?

Total Responses - 88

Capacity Building Support to Support Vulnerable People	Number of Responses
Practical help/advice	9
Budgets/finance	7
Help identifying vulnerable people and their needs	7
Fundraising	7
Outreach work	6
Access to advice/leadership support	6

Training	6
Group Support	5
RCC Good Neighbours	5
Volunteering Marketing	4
Capacity Building	4

Other options, identified by one or two respondents each, are befriending/mentoring, support for community centres, support for self-help, support to set up peer groups (2), links to public sector agencies (2), examples of best practice (2), setting up procedures e.g. safeguarding and information sharing and sustained one to one support e.g. not just guidance and information and then 'left to get on with it'.

A number of people highlighted the importance of capacity building support for a wide range of vulnerable people:

"An elderly person living in a village without a car is as vulnerable as an immigrant who arrives in the country with no job, few connections and cannot speak the language"

There was also a plea to consider the role of vulnerable people within their communities:

"Vulnerable people can be active participants in service delivery – if community capacity building is underpinned by individual and collective capacity building"

However, there was also a reminder about the need to support everyone in the County:

"Happy that vulnerable people are given priority but what about all the other good people of Leicestershire that need support in a situation of ever declining services such as transport and libraries"

Again, there was a real sense from respondents about the important of outreach work *"this should be done by front line organisations with staff working in communities, not sitting in offices far removed from the need"*.

12 respondents said that they did not know.

12b) What sort of capacity building support do you think community groups and voluntary sector organisations in Leicestershire most need if they are to get more involved in service delivery?

Total Responses = 88

Capacity Building Support to Support Service Delivery	Number of Responses
Funding/Grants	13
Professional support/advice e.g. legal, HR, finance, business models	12
Volunteering	9

Bid writing support	4
Community development/capacity building	3
Training	3
Infrastructure that makes it cost effective to bid for services	2
Clear and agreed targets	2

Other options, identified by one respondent each, are toolkits, marketing, information on service needs and gaps, help to get younger people involved, help to set up systems, enabling pilots and demonstration projects, relaxation of regulations/red tape and support for collaboration e.g. a cluster of PCs.

Some respondents to this question identified potential challenges *“with the best will in the world, maintaining a service with (mainly) volunteers is daunting”* and *“I can’t see many VCS agencies being able to do this well and sustainably enough”* and a plea to *“really care about VCS groups and listen to their experiences, allow them to influence...not just use them to fulfil the County Council agenda and responsibilities”*.

8 respondents to this question answered ‘Don’t Know’ or ‘Not Sure’.

13. Are there any other priority communities or groups that the contract should target?

Total Responses = 73

26 respondents said that they could not identify additional communities or groups. Specific groups, ranked in order of the number of times identified, are as follows:

Groups	Number of Responses
Rural communities/isolated/poor	11
Youth	9
Older	8
Disabled	5
Isolated/Lonely	5
Mental Health	5
Poverty	3
Ordinary people/communities	3
Everyone	3
Carers	3
Dementia	2
Families	2
Single Parents	2
Deaf/Hard of Hearing	2

Of these, rural communities, youth, older, disabled, mental health, carers and deaf/hard of hearing are already included in the membership of the Leicestershire Equalities Challenge Group.

Other priority groups, identified by single individuals, are as follows: brain injury, looked after children, armed service leavers, victims of domestic abuse, workless, young disabled, full time workers who pay their taxes, people with linguistic difficulties, health improvement groups e.g. chronic conditions, priority neighbourhoods, forced marriages, drug and alcohol users. A further comment which is worth considering is “need a more holistic vision, people move in and out of priority groups”

14. Do you have any comments about the role/remit of the group?

Total Responses = 62

7 respondents said that they support the proposal as set out in the consultation. 19 did not have any comments about the role and remit of the group and 9 did not know.

6 respondents felt that the remit of the group was too wide, that it would be a challenge for one provider to support the range of groups identified and that the funding is spread too far. 3 suggested that priority groups should be identified within the list and 2 that the contract should focus on enabling and capacity building *“the outcomes will not be achieved by organisations that do not put the resource into face to face work with local people...capacity building is not done by organisations and services but by people themselves”*. Two respondents suggested that the group was ‘just about political correctness’.

Other comments included the need to assess outcomes and impact, keep overheads to a minimum, ensure that representatives genuinely represent their community and that the group should focus on challenging policy and strategy *“I think assessing and challenging policy-makers to ensure that policies don’t discriminate is an important role and perhaps the main focus”*. There was a specific plea to think about rural and urban differences and how they might impact and to ensure that the needs of rural communities are not overlooked (3 people).

15. Any other comments about the two new proposed contracts?

Total Response = 60

9 respondents welcomed the two new contracts, whilst 7 respondents said that they did not know or needed more information before they could offer a view.

4 respondents felt that there should be more funding for the Capacity Building contract and 2 respondents that this contract must be divided fairly between rural and urban communities. 3 respondents felt that the Capacity Building contract could be part of the CIO contract.

General comments included the need to ensure both contracts are effective, with good links to existing services, and overheads and operating costs that are as low as possible. The need to ensure continuity of delivery between existing and new contracts was also highlighted.

2 respondents felt that the contracts were 'unnecessary' – *“invest in actual real services and not more phony talking shops which ultimately achieve little or nothing”* and 3 respondents felt that the new contracts should not be introduced to the detriment of existing services/organisations (VAL and the RCC were specifically mentioned). 20 respondents did not have any additional comments.

Rural Community Council

A significant number of organisations specifically mentioned the support that they receive or have received from the Rural Community Council (Leicestershire and Rutland). Some of the key points made within these responses are summarised below.

It is worth noting that the two main contracts delivered by the Rural Community Council were due to end on March 31st 2014 and that these contracts have both been extended to 31st December 2014 (a nine month extension) in order to ensure that there is no gap in service. The proposal is to tender the two new services outlined on PXX to start in January 2015. The proposal does not therefore 'cut' funding to the Rural Community Council, rather it sets out the Councils thinking about the new service, prior to the tender documents being made available to the market.

The areas of support that the RCC had provided to respondents include; community engagement (including village appraisals, parish plans and village design statements), neighbourhood plans, affordable housing, good neighbour schemes, community action on climate change, Leicestershire and Rutland Playing Fields Association, wind farm opposition.

The value of the support that communities access through the Rural Advisory Service – project ideas, planning projects, methodology, sourcing and securing funding, signposting, training and links to relevant networks – was specifically highlighted by a number of respondents.

A sample of the comments about the Rural Community Council is as follows:

“the rural voice will not be heard if funding is not retained for the RCC...they currently provide an important service in understanding and supporting the specific needs of rural communities”

“we would have found it difficult to complete a number of projects without their help”

“the work that the RCC does with communities has allowed us to bring forward affordable housing delivery for local people...they have helped to build the foundations for community engagement on housing issues”

“the RCC has a proven track record of successful community engagement”

“the RCC seems to deliver a great deal with little funding from LCC...they perform where others do not”

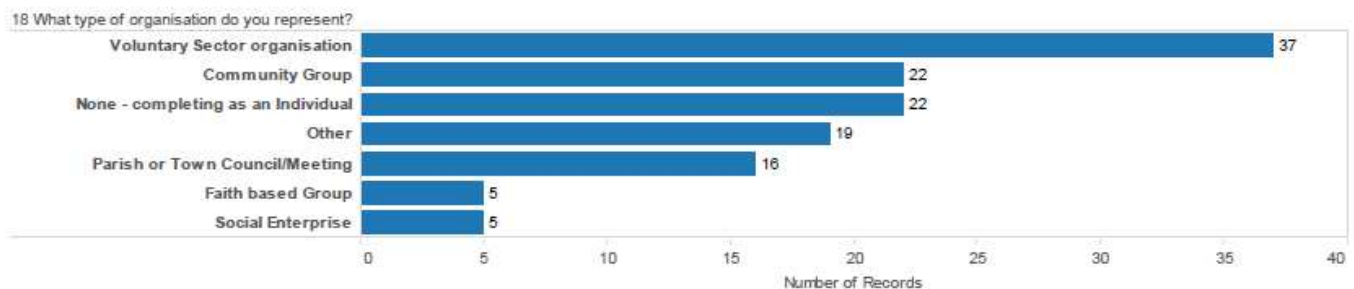
A number of respondents emphasised the need to retain the focus on rural communities *“as vulnerable groups can be even more disadvantaged in a rural setting where there is less infrastructure to support them”*, with the elderly and young families being identified as specifically vulnerable. The need to consider both remote rural communities and those close to the urban areas of Leicester City and the county’s market towns was also highlighted.

Several respondents commented on the potential impact on the RCC if they do not secure the community capacity building tender *“it could finish the whole organisation”*, *“do not ignore the expertise already in post”*, *“this will impact on the viability and scope of work that the RCC can do in the future”* and *“cutting funding to the RCC will impact hugely on the support available for community development and subsequently the availability and access to low level voluntary support in the community”*.

Who Responded?

18. What type of organisation do you represent?

Q18 - What type of organisation do you represent?



Type of Organisation	Number (%)
Voluntary Sector organisation	37 (29%)
Community Group	22 (17%)
None – Individual	22 (17%)
Other	19 (15%)
Town or Parish Council	16 (13%)
Faith based group	5 (4%)
Social enterprise	5 (4%)

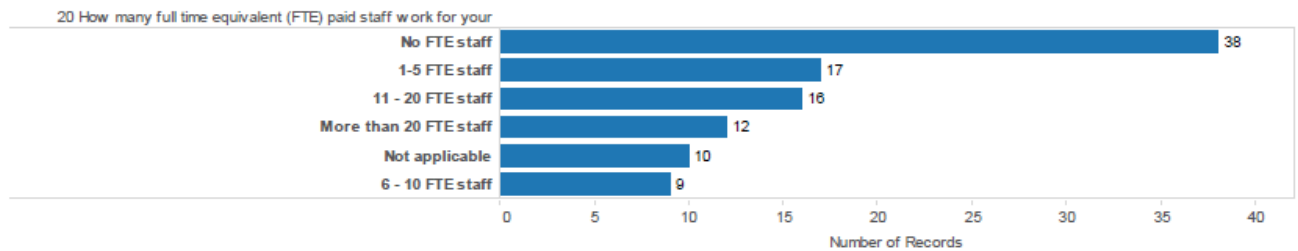
19. Do you have any connections (e.g. you are a staff member, trustee or member organisation) with any of the organisations affected by this consultation?

Yes 8 (36%)
No 14 (64%)

5 respondents had connections with one of the Citizens Advice Bureau, 2 with the Association of Local Councils and 1 the Rural Community Council. A large number of respondents chose not to answer this question.

20. How many FTE paid staff work for your organisation?

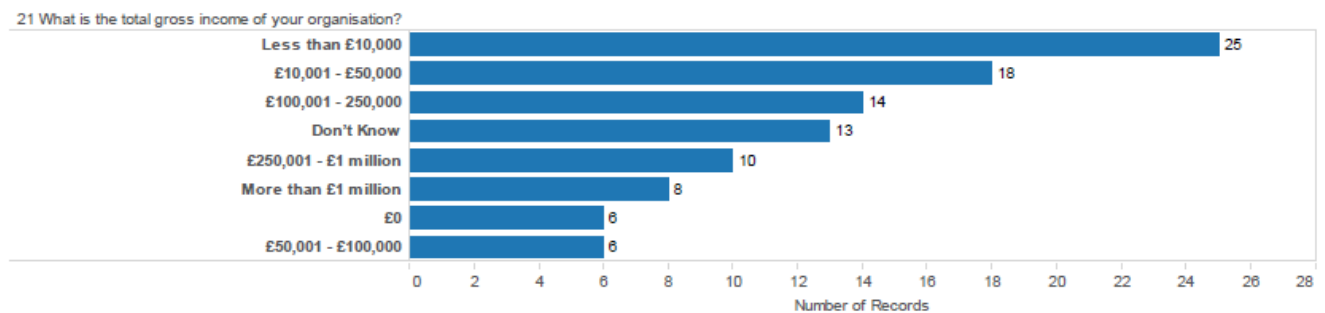
Q20 - How many full time equivalent (FTE) paid staff work for your organisation?



Number of Staff	Number	Percentage
No FTE Staff	38	37%
1-5 FTE Staff	17	17%
6-10 FTE Staff	9	9%
11-20 FTE Staff	16	16%
More than 20 FTE Staff	12	12%
Not Applicable	10	10%

21. What is the total gross income of your organisation?

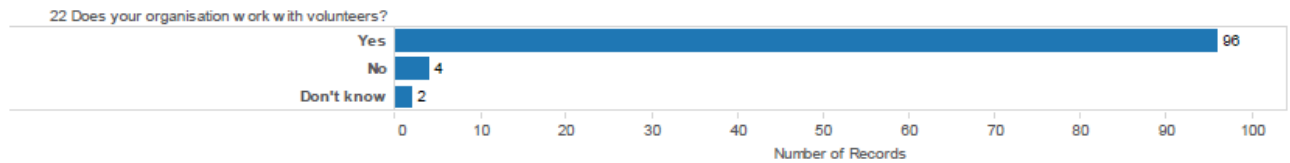
Q21 - What is the total gross income of your organisation?



Income	Number	Percentage
Less than £10,000	25	25%
£10,001 - £50,000	18	19%
£50,001 - £100,000	6	6%
£100,001 - £250,000	14	14%
£250,001 - £1 million	10	10%
More than £1 million	8	8%

22. Does your organisation work with volunteers?

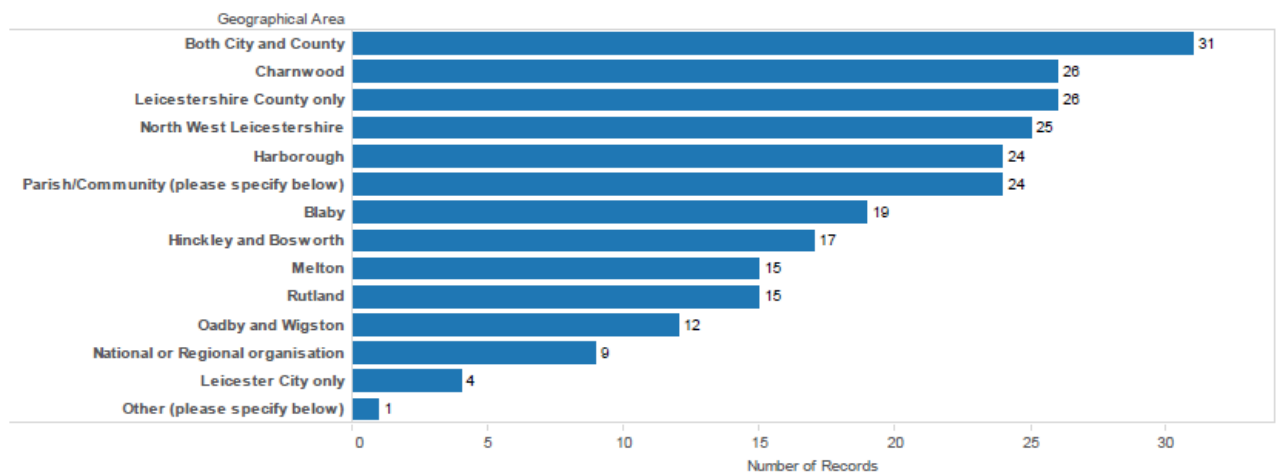
Q22 - Does your organisation work with volunteers?



96 respondents or 94% of those answering this question said that their organisation works with volunteers. 4 or 4% said their organisation does not work with volunteers and a further 2 (2%) did not know.

23. What geographical area does your organisation cover?

Q23 - What geographical area does your organisation cover/what is your area of benefit?

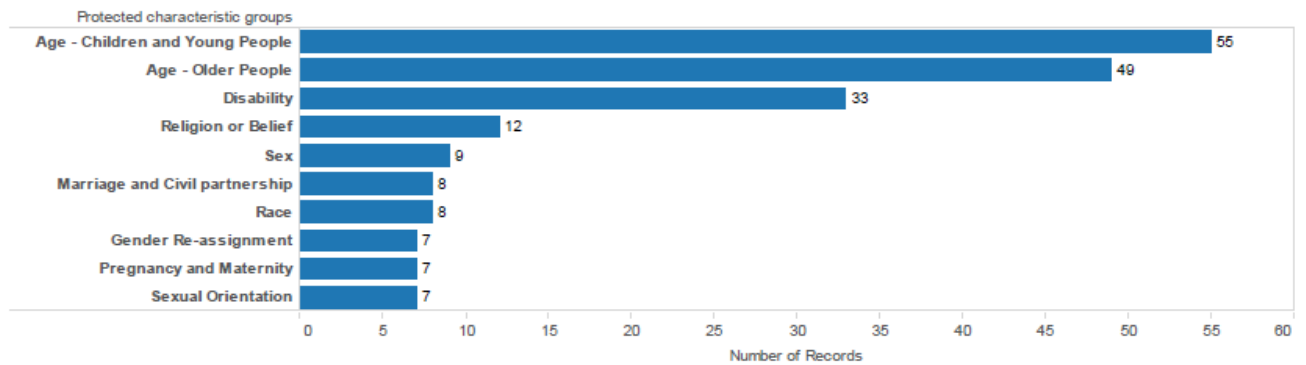


The top five responses to this question were:

Both City and County	31	(31%)
Leicestershire only	26	(26%)
Charnwood	26	(26%)
Parish/Community	25	(25%)
North West Leicestershire	25	(25%)

24. Does your organisation target its work to any of the following protected characteristic groups?

Q24 Does your organisation target its work to any of the following protected characteristic groups? Please tick all that apply



76% of respondents stated that their organisation targets its work to 'Children and Young People', 68% to 'Older People' and 45% to Disability. The next three protected characteristic groups targeted are 'Religion or Belief' (16%), 'Sex' (12%) and 'Marriage or civil partnership' (11%).

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PROPOSED CHANGES TO 'FUNDING AND SUPPORT TO AGENCIES' BUDGET – RISK ASSESSMENT						
		5	10	15	20	25
Impact	4 High	4	8	12	16	20
	3 Medium	3	6	9	12	15
	2 Low	2	4	6	8	10
	1 Negligible	1	2	3	4	5
		1 Rare	2 Unlikely	3 Possible	4 Probable	5 Almost certain

Likelihood

This risk assessment focusses on key risks identified through the consultation conducted between March and June 2014.

ID	Risk	Outline Evaluation (likelihood and impact)	Proposed Mitigation	Score
001	Rural areas are disadvantaged by the proposals	Likelihood – 3 Impact – 4	Effective contract management Ensure that the CCB contract provider has rural and urban experience or is a consortium led by organisations with these specialisms Include Rural as one of the priority groups for the LECG contract The funding for the current Rural Advice Service is £35k per year so the proposed contribution of £50k per year for rural communities within the Community Capacity Building contract actually represents an increase in resources for rural areas.	12
002	The contracts do not deliver agreed priorities	Likelihood – 2 Impact – 4	Effective and consistent contract management, all contracts aligned to LCC priorities and monitored against key outcomes, outputs and milestones	8

003	The proposed changes impact on the diversity of VCS organisations i.e. there will be reduced support for smaller organisations	Likelihood – 3 Impact – 3	The proposals directly affect seven organisations but the impact will be wider. The new CCB contract will specifically target support for smaller groups in deprived/vulnerable areas Monitor the impact of the changes in conjunction with VAL	9
004	The new Community Capacity Building contract does not have an impact due to lack of funding	Likelihood – 3 Impact – 4	Additional funding is now proposed for this contract which should enable it to reach further. This represents an increase in targeted capacity building support.	12
005	The resources for the LECG are spread too thinly i.e. between too many priority groups	Likelihood – 3 Impact - 3	Additional funding (£10,000) is now proposed specifically for capacity building of LECG group members	9
006	The number of groups supported by the CIO has to be 'rationed'	Likelihood – 4 Impact – 4	This is the reality given the proposed reduction in funding but can be mitigated by a more effective triage approach so that those who can help themselves (using on-line resources) do help themselves Support will also be provided through the new Shire Community Solutions and Participatory grants and accompanying support	16
007	The reduction in CIO funding reduces the ability of the sector to take on the role envisaged in the Communities Strategy	Likelihood – 3 Impact – 4	The new Community Capacity building contract and other 'invest to save' funding will support specific service changes and delivery of the priorities in the Communities Strategy	12
008	The reductions in funding for the CIO contract make it harder for organisations to recruit, train and manage volunteers	Likelihood – 4 Impact – 4	The findings of the survey indicate that VCS organisations value 'Group Support' and 'Volunteering Support' slightly more than 'Policy and Voice'. The contract for 2015-16 and the new contract for 2016-17 will reflect a much more targeted approach Explore the potential to secure additional transformation resources to support volunteers who take on delivery of public services	16

009	The reductions in funding for the CIO contract make it harder for organisations to identify and secure external funding	Likelihood – 4 Impact – 3	LCC and VAL jointly support the Leicestershire Funding Toolkit. It is likely that groups will receive a more web –based service in the future unless the project for which they are seeking funding addresses one or more of LCC priorities	12
010	The CABs continue to lose experienced staff and volunteers	Likelihood – 2 Impact – 4	Although the LCC funding for the core contract has not been reduced there have been changes to funding for money advice. The main CAB restructuring is now complete so further impacts should be minimal	8
011	Funded organisations ‘retract’ and reduce the amount of outreach work	Likelihood – 2 Impact – 4	Effective contract management should ensure that the right balance is achieved between central and outreach services, although it would be unrealistic to say that this will definitely not happen	8
012	VCS organisations can’t/won’t align to public sector priorities	Likelihood – 3 Impact – 2	Those who receive funding from LCC through a grant or contract will be required to align services to priorities Effective contract management	6
013	The level of reporting and paperwork impacts on front line delivery	Likelihood – 2 Impact - 4	Efforts will be made to streamline reporting and paperwork – for example the new shared outcome framework developed for Leicestershire and Charnwood CABs and shared outcome framework for the CIO contract	8
014	More and more is expected of volunteers	Likelihood – 5 Impact - 4	This is inevitable. Mitigation would involve putting in place the support needed for both LCC services and communities to be able to recruit, support and train volunteers and to try to secure volunteers from groups who traditionally participate less in volunteering	20

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Equality & Human Rights Impact Assessment (EHRIA)

This Equality and Human Rights Impact Assessment (EHRIA) will enable you to assess the **new, proposed or significantly changed** policy/ practice/ procedure/ function/ service** for equality and human rights implications.

Undertaking this assessment will help you to identify whether or not this policy/ practice/ procedure/ function/ service** may have an adverse impact on a particular community or group of people. It will ultimately ensure that as an Authority we do not discriminate and we are able to promote equality, diversity and human rights.

Before completing this form please refer to the EHRIA [guidance](#), for further information about undertaking and completing the assessment. For further advice and guidance, please contact your [Departmental Equalities Group](#) or equality@leics.gov.uk

***Please note: The term 'policy' will be used throughout this assessment as shorthand for policy, practice, procedure, function or service.*

Key Details	
Name of policy being assessed:	Countywide Infrastructure Organisation (CIO) (Support for VCS Organisations)
Department and section:	Chief Executive's Strategy, Partnerships and Communities
Name of lead officer/ job title and others completing this assessment:	Nicole Rickard, Interim Head of Policy and Communities Anjana Bhatt, Policy & Partnerships Manager
Contact telephone numbers:	0116 305 6977/6946
Name of officer/s responsible for implementing this policy:	Nicole Rickard/ Anjana Bhatt
Date EHRIA assessment started:	20 th January 2014
Date EHRIA assessment completed:	

Section 1: Defining the policy

Section 1: Defining the policy

You should begin this assessment by defining and outlining the scope of this policy. You should consider the impact or likely impact of the policy in relation to all areas of equality, diversity and human rights, as outlined in Leicestershire County Council's Equality Strategy.

<p>1</p>	<p>What is new or changed in this policy? <i>What has changed and why?</i></p> <p>The County Council's draft Medium Term Financial Strategy (MTFS) identifies a five year savings requirement of £110m. Detailed budget consultation over the summer of 2013 identified that local residents considered that 'Grants and Support to Agencies' was a lower priority area where savings could be achieved.</p> <p>To achieve planned savings of £590,000 against a budget of £1.2 million by 2016/17, LCC funding to some VCS organisations is either being withdrawn or reduced on a phased basis over the next two years.</p> <p>LCC is considering a reduction of funding to Voluntary Action Leicestershire (VAL) for the delivery of services as a Countywide Infrastructure Organisation (CIO) and a review of the services to be delivered through the contract in line with revised LCC and partner priorities.</p> <p>This contract is a multi-agency one, which includes additional contributions of £200,000 from the two county CCGs, five District Councils and Leicestershire Police.</p> <p>VAL's support enables the sector to influence policy making and service delivery, helps local VCS groups to thrive, encourages collaboration in order to increase VCS involvement in the delivery of public services, and facilitates support for volunteers and volunteering. This support is aligned to Leicestershire Together (LT), Leicestershire County Council and locality priorities, which will be subject to review on an annual basis during the period of the contract.</p> <p>The priorities for CIO services are reviewed annually and they will be revised in accordance to reduced funding available. This may result in fewer LCC and partner priorities being targeted and reduction in generic service offer on group support and volunteer brokerage to VCS groups.</p>
<p>2</p>	<p>Does this relate to any other policy within your department, the Council or with other partner organisations? <i>If yes, please reference the relevant policy or EHRIA. If unknown, further investigation may be required.</i></p> <p>This relates to the draft LCC Medium Term Financial Strategy, specifically line S72: Funding and Support to Agencies'.</p>
<p>3</p>	<p>Who are the people/ groups (target groups) affected and what is the intended change or outcome for them?</p> <p>The affected target groups are voluntary organisations, community groups and public sector organisations who seek support from CIO for policy advice, services to improve their capacity to deliver services and volunteer brokerage. In particular some VCS groups who provide services to people with specific protected characteristics may seek/ receive support from VAL and therefore may receive more limited support due to the proposed reduction in funding and associated changes in CIO contract priorities.</p>

4	Will this policy meet the Equality Act 2010 requirements to have due regard to the need to meet any of the following aspects? (Please tick and explain how)			
		Yes	No	How?
	Eliminate unlawful discrimination, harassment and victimisation	X		The CIO contract includes scope to allow VAL to advise on specific equality considerations i.e. disability compliance, which in turn will support the elimination of unlawful discrimination, harassment and victimisation. The extent to which they can offer this support may be limited due to reduced funding.
	Advance equality of opportunity between different groups	X		Dependent upon the type of support required, the revised contract will enable the CIO to offer specific advice and support to Voluntary and Community Sector organisations and Public Sector organisations which may have the potential to advance equality of opportunity for specific protected groups and foster good relations between different communities. The extent to which they can offer this support may be limited due to reduced funding.
	Foster good relations between different groups	X		

Section 2: Equality and Human Rights Impact Assessment (EHRIA) Screening

Section 2: Equality and Human Rights Impact Assessment Screening

The purpose of this section of the assessment is to help you decide if a full EHRIA is required.

If you have already identified that a full EHRIA is needed for this policy/ practice/ procedure/ function/ service, either via service planning processes or other means, then please go straight to [Section 3](#) on Page 7 of this document.

Section 2

A: Research and Consultation

5.	Have the target groups been consulted about the following?	Yes	No*
	a) their current needs and aspirations and what is important to them;		No
	b) any potential impact of this change on them (positive and negative, intended and unintended);		No
	c) potential barriers they may face		No

6.	If the target groups have not been consulted directly, have representatives been consulted or research explored (e.g. Equality Mapping)?		No
7.	Have other stakeholder groups/ secondary groups (e.g. carers of service users) been explored in terms of potential unintended impacts?		No
8.	*If you answered 'no' to the question above, please use the space below to outline what consultation you are planning to undertake, or why you do not consider it to be necessary.		
	The County Council will consult with VCS groups across the county to identify their priorities for support from the CIO and to understand any impact of reduction in current CIO services. The feedback from the consultation on funding proposals will be considered by the County Council Cabinet in September 2014.		

Section 2

B: Monitoring Impact

9.	Are there systems set up to:	Yes	No
	a) monitor impact (positive and negative, intended and unintended) for different groups;	Yes	
	b) enable open feedback and suggestions from different communities	Yes	

Note: If no to Question 8, you will need to ensure that monitoring systems are established to check for impact on the protected characteristics.

Section 2

C: Potential Impact

10.	Use the table below to specify if any individuals or community groups who identify with any of the ' protected characteristics ' may <u>potentially</u> be affected by this policy and describe any positive and negative impacts, including any barriers.			
		Yes	No	Comments
	Age	Yes		Many VCS groups who provide services to people in particular age groups seek/ receive support from VAL. They may receive less support due to changes in CIO contract priorities.
	Disability	Yes		Many VCS groups who provide services to people with disabilities seek/ receive support from VAL. They may receive less support due

			to changes in CIO contract priorities.
Gender Reassignment	Yes		Some VCS groups who provide services to people in relation to gender reassignment may seek/ receive support from VAL. They may receive less support due to changes in CIO contract priorities.
Marriage and Civil Partnership		No	
Pregnancy and Maternity	Yes		Some VCS groups who provide services to people in relation to Pregnancy and Maternity seek/ receive support from VAL. They may receive less support due to changes in CIO contract priorities.
Race	Yes		Many VCS groups who provide services to people in relation to race may seek/ receive support from VAL. They may receive less support due to changes in CIO contract priorities.
Religion or Belief	Yes		Many VCS groups who provide services to people in relation to religion or belief may seek/ receive support from VAL. They may receive less support due to changes in CIO contract priorities.
Sex	Yes		Some VCS groups who provide services to people in relation to gender may seek/ receive support from VAL. They may receive less support due to changes in CIO contract priorities.
Sexual Orientation	Yes		Some VCS groups who provide services to people in relation to sexual orientation may seek/ receive support from VAL. They may receive less support due to changes in CIO contract priorities.
Other groups e.g. rural isolation, deprivation, health inequality, carers, asylum seeker and refugee communities, looked after children, deprived or disadvantaged communities			Many VCS groups who provide services to people with specialist requirements seek/ receive support from VAL. They may receive less support due to changes in CIO contract priorities.

	Community Cohesion			Some VCS groups who provide services in relation Community Cohesion seek/ receive support from VAL. They may receive less support due to changes in CIO contract priorities.
11.	<p>Are the human rights of individuals <u>potentially</u> affected by this proposal? Could there be an impact on human rights for any of the protected characteristics? (Please tick)</p> <p>Explain why you consider that any particular article in the Human Rights Act may apply to your policy/ practice/ function or procedure and how the human rights of individuals are likely to be affected below: [NB. Include positive and negative impacts as well as barriers in benefiting from the above proposal]</p>			
		Yes	No	Comments
Part 1: The Convention- Rights and Freedoms				
	Article 2: Right to life		No	
	Article 3: Right not to be tortured or treated in an inhuman or degrading way		No	
	Article 4: Right not to be subjected to slavery/ forced labour	Yes		Those supported to volunteer through the CIO contract must not be used as a vehicle for exploitation (e.g. appropriate expenses should be provided)
	Article 5: Right to liberty and security		No	
	Article 6: Right to a fair trial		No	
	Article 7: No punishment without law		No	
	Article 8: Right to respect for private and family life	Yes		The CIO contract should ensure that volunteers should have their private and family life respected i.e. cultural and religious life taken into account e.g. when setting up meetings
	Article 9: Right to freedom of thought, conscience and religion	Yes		The CIO should ensure that scheduling of events does not interfere with any religious holidays, that venues meet cultural and religious needs and that religiously appropriate catering is provided
	Article 10: Right to freedom of expression	Yes		The CIO should provide evidence of equalities and human rights policies

				and anti-bullying procedures
	Article 11: Right to freedom of assembly and association		No	
	Article 12: Right to marry		No	
	Article 14: Right not to be discriminated against		No	
Part 2: The First Protocol				
	Article 1: Protection of property/ peaceful enjoyment		No	
	Article 2: Right to education		No	
	Article 3: Right to free elections		No	
Section 2				
D: Decision				
	Is there evidence or any other reason to suggest that:	Yes	No	Unknown
	a) this policy could have a different affect or adverse impact on any section of the community;			X
	b) any section of the community may face barriers in benefiting from the proposal			X
13.	Based on the answers to the questions above, what is the likely impact of this policy?			
	No Impact <input type="checkbox"/>	Positive Impact <input type="checkbox"/>	Neutral Impact <input type="checkbox"/>	Negative Impact or Impact Unknown <input checked="" type="checkbox"/>
Note: If the decision is 'Negative Impact' or 'Impact Not Known' an EHRIA Report is required.				
14.	Is an EHRIA report required?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	

Section 3: Equality and Human Rights Impact Assessment (EHRIA) Report

Section 3: Equality and Human Rights Impact Assessment Report

This part of the assessment will help you to think thoroughly about the impact of this policy and to critically examine whether it is likely to have a positive or negative impact on different groups within our diverse community. It is also to identify any barriers that may detrimentally affect under-represented communities or groups, who may be disadvantaged by the way in which we carry out our business.

Using the information gathered either within the EHRIA Screening or independently of this process, this EHRIA Report should be used to consider the impact or likely impact of the policy in relation to all areas of equality, diversity and human rights as outlined in Leicestershire County Council's Equality Strategy.

Section 3

A: Research and Consultation

When considering the target groups it is important to think about whether new data needs to be collected or whether there is any existing research that can be utilised.

- 15.** Based on the gaps identified either in the EHRIA Screening or independently of this process, how have you now explored the following and what does this information/data tell you about each of the diverse groups?
- a) current needs and aspirations and what is important to individuals and community groups (including human rights);
 - b) likely impacts (positive and negative, intended and unintended) to individuals and community groups (including human rights);
 - c) likely barriers that individuals and community groups may face (including human rights)

LCC undertook a 12 week consultation on the proposed funding reduction for the CIO contract between March and June 2014. Due to the size of the proposed reduction of funding to this contract, a number of questions in the consultation related to support for VCS organisations, including the type of support that they value most, the impact of the proposed reduction on their organisation and any potential steps that LCC could take in order to mitigate this impact. The results of the consultation are available on pages 6 – 14 of the consultation summary report but in brief are as follows:

- 75% of respondents identified Group Support as their first or second choice, 61% Volunteering and 54% Policy and Voice
- The top five areas of support in terms of value in the future were information about funding opportunities, developing funding applications, recruiting volunteers,

Influencing policy decisions, help setting up/running a group or organisation and training around specific development areas

- A number of people stated that the current service is invaluable and should be protected, whilst others said that they did not use the service or the reduction would have no impact
- Specific impacts include lack of advice and support, difficulty recruiting, training and managing volunteers and less funding advice/support and therefore lower chance of success
- A number of respondents stated that their project would not have happened or would have taken longer and a reduction in/closure of their services if the support from the CIO was not available
- The proposed reductions were identified as being likely to impact volunteer-involving organisations, rural and isolated communities, smaller VCS groups, outreach provision, locality based VCS organisations and small groups with no other source of support, particularly user led organisations
- Others felt that the reductions were likely to impact the most vulnerable, including the vulnerable elderly
- Some felt that all of the funding should be made available to front line organisations
- A number of steps were identified to mitigate the impacts of the proposed reduction

In summary, it is difficult to ascertain specific impacts until the reduced funding is allocated by the commissioned organisation – Voluntary Action Leicestershire. Some indication is given above, in addition to the groups identified in the screening, as to the groups likely to be most impacted by the proposed funding reduction but the pragmatic response is that services will be 'rationed'. There was a strong view that this rationing must not result in City based services being prioritised over County/rural ones.

16. Is any further research, data collection or evidence required to fill any gaps in your understanding of the potential or known affects of the policy on target groups?

It is proposed to work with VAL to plan the third and final year of service delivery with the reduced amount of funding. This will include further work with the sector as a whole to identify priority support needs. The introduction of the new Community Capacity Building Service alongside this contract (to replace the current Rural Advice Service, which as the name suggests only covers the rural areas of the County) should help to mitigate some of the concerns about the impact of the reduction on rural communities.

The revised proposal in the Cabinet report is to phase the reduction of £295,880 over two years - £145,880 in the third and final year of the contract with Voluntary Action Leicestershire and £150,000 when the contract is retendered for the 2016-17 financial year.

When considering who is affected by this proposed policy, it is important to think about consulting with and involving a range of service users, staff or other stakeholders who may be affected as part of the proposal.

17. Based on the gaps identified either in the EHRIA Screening or independently of this process, how have you further consulted with those affected on the likely impact and what does this consultation tell you about each of the diverse groups?

It is clear from the responses to the consultation that there is some consensus about the most valuable areas of VCS infrastructure support at a high level but that when you move beyond this each group has very specific and individual priorities and needs. LCC has already worked with VAL to focus their more in-depth support to groups that are working to tackle the issues identified by LCC and partners as a priority – for example vulnerable people and worklessness, and it is likely that this prioritisation of support will need to extend further in order to maximise the impact of the reduced amount of funding.

18. Is any further consultation required to fill any gaps in your understanding of the potential or known effects of the policy on target groups?

It is proposed that the County Council works with VAL to develop a more detailed EHRIA report once it has been agreed where the remaining funding for the contract will be utilised for 2015-16 and where specific aspects of the service will be reduced or removed. This piece of work will also inform the development of the specification for the new service to be developed during 2015/16 for 2016/17 onwards.

The development of this EHRIA is likely to require further consultation with the wider VCS and with specific users of VALs current CIO service offer.

Section 3

B: Recognised Impact

19.	Based on any evidence and findings, use the table below to specify if any individuals or community groups who identify with any 'protected characteristics' are <u>likely</u> be affected by this policy. Describe any positive and negative impacts, including what barriers these individuals or groups may face.	
		Comments
	Age	20% of the VCS groups attending networking events organised by VAL in 2013/14 were linked to the Age characteristic and 65 (or 2.3%) of the groups on the VAL database are led by older people. 103 or 3.6% of the groups on the VAL database are young people's groups. A reduction in service is likely to impact on both the number of (young and older people's) groups supported and the level of support provided
	Disability	20% of the VCS groups attending networking events organised by VAL in 2013/14 were linked to the Disability characteristic and 90 (or 3.2%) of the groups on the VAL database support people with learning or physical disabilities. A reduction in service is likely to impact on both the number of groups supported and the level of support provided
	Gender Reassignment	A reduction in service is likely to impact on both the number of groups supported and the level of support provided
	Marriage and Civil Partnership	A reduction in service is likely to impact on both the

		number of groups supported and the level of support provided
	Pregnancy and Maternity	A reduction in service is likely to impact on both the number of groups supported and the level of support provided
	Race	12% of the VCS groups attending networking events organised by VAL in 2013/14 were linked to the Race characteristic i.e. they are BME groups and 59 (or 2.1%) of the groups on the VAL database are BME led. 15% of those using the Volunteering brokerage service in 2013/14 were BME. A reduction in service is likely to impact on both the number of groups and individuals supported and the level of support provided
	Religion or Belief	5% of the VCS groups attending networking events organised by VAL in 2013/14 were linked to the Religion of Belief characteristic and 155 (or 5.5%) of the groups on the VAL database are Faith led organisations. A reduction in service is likely to impact on both the number of groups supported and the level of support provided
	Sex	3% of the VCS groups attending networking events organised by VAL in 2013/14 were women's groups and 42 (or 1.5%) of the groups on the VAL database are Women-led organisations. 41.5% of those using the Volunteering brokerage service in 2013/14 were Men and 58.5% were Women. A reduction in service is likely to impact on both the number of groups and individuals supported and the level of support provided
	Sexual Orientation	1% of the VCS groups attending networking events organised by VAL in 2013/14 were linked to the sexual orientation characteristic and 1 group on the VAL database is a LGBT led organisation. Although both these numbers are small there is a possibility that a reduction in service is likely to impact on both the number of groups supported and the level of support provided
	Other groups e.g. rural isolation, deprivation, health inequality, carers, asylum seeker and refugee communities, looked after children, deprived or disadvantaged communities	32 (or 1.1%) of the groups on the VAL database deal specifically with mental health issues – there may therefore be a need to specifically consider the impact on these groups. The consultation identified specific impacts on rural communities, particularly isolated rural communities and deprived communities. To some extent the new community capacity building service will mitigate the impact on these groups and they will be specifically targeted through the service.
	Community Cohesion	Support groups supported through the service may work in the field of community cohesion and therefore both the level of support and number of groups supported may be impacted by the proposed reduction in funding.

20.	Based on any evidence and findings, use the table below to specify if any particular Articles in the Human Rights Act are <u>likely</u> apply to your policy. Are the human rights of any individuals or community groups affected by this proposal? Is there an impact on human rights for any of the protected characteristics?	
		Comments
Part 1: The Convention- Rights and Freedoms		
Article 2: Right to life		
Article 3: Right not to be tortured or treated in an inhuman or degrading way		LCC will ensure that the CIO has in place the appropriate harassment, bullying and dignity at work policies in relation to staff and volunteers
Article 4: Right not to be subjected to slavery/ forced labour		LCC will work with the CIO to ensure that anyone supported to volunteer through the brokerage service is not used as a vehicle for exploitation, for example by ensuring that appropriate expenses are provided
Article 5: Right to liberty and security		
Article 6: Right to a fair trial		The CIO will ensure that the appropriate processes are in place for tackling disciplinary processes and disputes
Article 7: No punishment without law		
Article 8: Right to respect for private and family life		The CIO will ensure that the private and family life of volunteers is respected and taken into account i.e. cultural priorities taken into account The CIO will ensure that personal data – names, addresses and phone numbers – is handled appropriately and privacy of this data is respected
Article 9: Right to freedom of thought, conscience and religion		The CIO will ensure that the scheduling of events does not interfere with religious observance and holidays, that venues are accessible and meet cultural and religious needs and that religious appropriate catering is provided
Article 10: Right to freedom of expression		The CIO now conducts equality monitoring across its services and has developed and published equalities and human rights policies
Article 11: Right to freedom of assembly and association		
Article 12: Right to marry		
Article 14: Right not to be discriminated against		
Part 2: The First Protocol		
Article 1: Protection of property/		

	peaceful enjoyment	
	Article 2: Right to education	
	Article 3: Right to free elections	
Section 3		
C: Mitigating and Assessing the Impact		
Taking into account the research, data, consultation and information you have reviewed and/or carried out as part of this EHRIA, it is now essential to assess the impact of the policy.		
21.	If you consider there to be actual or potential adverse impact or discrimination, please outline this below. State whether it is justifiable or legitimate and give reasons.	
<p>Due to the scale of the reductions proposed, there is inevitably going to be an impact on both the number of groups supported through the County Infrastructure Organisation (CIO) and the level of support that can be provided.</p> <p>The work of the CIO will inevitably have to be more targeted and therefore some groups are likely to be disadvantaged. However, the two new contracts (Community Capacity Building and Leicestershire Equalities Challenge Group – Representation and Engagement) will target deprived and vulnerable communities and therefore will provide additional sources of capacity building support.</p>		
N.B.		
<p>i) If you have identified adverse impact or discrimination that is <u>illegal</u>, you are required to take action to remedy this immediately.</p> <p>ii) If you have identified adverse impact or discrimination that is <u>justifiable or legitimate</u>, you will need to consider what actions can be taken to mitigate its effect on those groups of people.</p>		
22.	<p>Where there are potential barriers, negative impacts identified and/or barriers or impacts are unknown, please outline how you propose to minimise all negative impact or discrimination.</p> <p>a) include any relevant research and consultations findings which highlight the best way in which to minimise negative impact or discrimination</p> <p>b) consider what barriers you can remove, whether reasonable adjustments may be necessary, and how any unmet needs that you have identified can be addressed</p> <p>c) if you are not addressing any negative impacts (including human rights) or potential barriers identified for a particular group, please explain why</p>	
The proposal is to undertake further work with VAL in order to agree which elements of the current service will be removed or reduced. Further consultation will then be undertaken with the wider VCS and the 2,817 groups on the VAL database in order to ensure that the re-		

modelled service meets their needs.

Section 3

D: Making a decision

- 23.** Summarise your findings and give an overview as to whether the policy will meet Leicestershire County Council's responsibilities in relation to equality, diversity, community cohesion and human rights.

The consultation on the proposed VCS funding reductions identified a number of protected characteristic groups that are likely to be particularly affected by the inevitable change in service that will result from the funding being reduced for the County Infrastructure Organisation (CIO).

However, given that the savings target has to be found from somewhere within the 'Funding and Support for Agencies' budget and there was significant support through the consultation for the retention of funding for the other large contract with the CAB, the proposal is to confirm the reduction in funding for the contract but to phase this reduction over two years in order to minimise the impact by applying the second 50% to the contract when it is retendered.

Section 3

E: Monitoring, evaluation & review of your policy

- 24.** Are there processes in place to review the findings of this EHRIA and make appropriate changes? In particular, how will you monitor potential barriers and any positive/ negative impact?

Quarterly monitoring meetings are held with VAL.

Contract review meetings co-ordinated by the County Council for all funding partners who contribute to the partnership contract.

It is proposed to meet with VAL in Q3 of 2014/15 in order to plan the service for 2015/16 and identify which areas of service will be changed, reduced or removed. VAL will be asked to conduct their own EHRIA in Q4 of 2014/15 to enable a more detailed analysis of impacts from 2015/16 onwards.

- 25.** How will the recommendations of this assessment be built into wider planning and review processes?
e.g. policy reviews, annual plans and use of performance management systems

The proposals and recommendations will be shared with all funding partners.

The findings of the consultation and any future consultations will be considered in the development of the new CIO contract tender.

**Section 3:
F: Equality and human rights improvement plan**

Please list all the equality objectives, actions and targets that result from the Equality and Human Rights Impact Assessment (EHRIA) (continue on separate sheets as necessary). These now need to be included in the relevant service plan for mainstreaming and performance management purposes.

Equality Objective	Action	Target	Officer Responsible	By when
Understand the equality impact of the service changes	Meet with VAL in order to scope out the reduced service for 2015/16	Agree specific plan for the reduced service	Nicole Rickard/Anjana Bhatt	December 2014
Identify specific impacts on protected characteristic groups	Work with VAL to conduct a detailed EHRIA report once the agreed approach to the reduced service has been defined	EHRIA produced	VAL	February 2015
Ensure wide understanding of the equality impact of the service changes	Share information on the proposed restructured service and detailed EHRIA with relevant partners	Share EHRIA and delivery plan with partners	VAL/Contract Manager	February 2015

Section 4: Sign off and scrutiny

Upon completion, the Lead Officer completing this assessment is required to sign the document in the section below.

It is required that this Equality and Human Rights Impact Assessment (EHRIA) is scrutinised by your [Departmental Equalities Group](#) and signed off by the Chair of the Group.

Once scrutiny and sign off has taken place, a depersonalised version of this EHRIA should be published on Leicestershire County Council's website. Please send a copy of this form to louisa.jordan@leics.gov.uk, Members Secretariat, in the Chief Executive's department for publishing.

Section 4

A: Sign Off and Scrutiny

Confirm, as appropriate, which elements of the EHRIA have been completed and are required for sign off and scrutiny.

Equality and Human Rights Assessment Screening

Equality and Human Rights Assessment Report

1st Authorised Signature (EHRIA Lead Officer):

Date:

2nd Authorised Signature (DEG Chair):

Date:

Equality & Human Rights Impact Assessment (EHRIA)

This Equality and Human Rights Impact Assessment (EHRIA) will enable you to assess the **new, proposed or significantly changed** policy/ practice/ procedure/ function/ service** for equality and human rights implications.

Undertaking this assessment will help you to identify whether or not this policy/ practice/ procedure/ function/ service** may have an adverse impact on a particular community or group of people. It will ultimately ensure that as an Authority we do not discriminate and we are able to promote equality, diversity and human rights.

Before completing this form please refer to the EHRIA [guidance](#), for further information about undertaking and completing the assessment. For further advice and guidance, please contact your [Departmental Equalities Group](#) or equality@leics.gov.uk

***Please note: The term 'policy' will be used throughout this assessment as shorthand for policy, practice, procedure, function or service.*

Key Details	
Name of policy being assessed:	Change from Rural Advisory Service/Rural Representation Contract (two contracts currently delivered by the Rural Community Council (Leicestershire and Rutland) to the new Community Capacity Building Service
Department and section:	Chief Executive's Strategy, Partnerships and Communities
Name of lead officer/ job title and others completing this assessment:	Nicole Rickard, Policy & Partnerships Team Leader/Interim Head of Policy and Communities
Contact telephone numbers:	0116 305 6977
Name of officer/s responsible for implementing this policy:	Nicole Rickard
Date EHRIA assessment started:	10 th February 2014
Date EHRIA assessment completed:	

Section 1: Defining the policy

Section 1: Defining the policy

You should begin this assessment by defining and outlining the scope of this policy. You should consider the impact or likely impact of the policy in relation to all areas of equality, diversity and human rights, as outlined in Leicestershire County Council's Equality Strategy.

<p>1</p>	<p>What is new or changed in this policy? <i>What has changed and why?</i></p> <p>The County Council's draft Medium Term Financial Strategy (MTFS) identifies a five year savings requirement of £110m. Detailed budget consultation over the summer of 2013 identified that local residents considered that 'Grants and Support to Agencies' was a lower priority area where savings could be achieved.</p> <p>To achieve planned savings of £590,000 against a budget of £1.2 million by 2016/17, LCC funding to some VCS organisations is either being withdrawn or reduced on a phased basis over the next two years.</p> <p>This EHRIA relates to a proposed change to two contracts currently delivered by the Rural Community Council (Leicestershire and Rutland). Both contracts were for two years and due to end in March 2014 but each has been extended for six months (to 30th September 2014) to enable further engagement to take place on the proposed changes to the contracts prior to re-commissioning of a new service.</p> <p>The current funding for each contract is £30,000 for the Rural Advisory Service (RAS) and £25,000 for the Rural Representation contract.</p> <p>It is proposed that the rural representation role will be rolled into the new contract (due to be commissioned to start in October 2014) around the Leicestershire Equalities Challenge Group (see separate EHRIA). This means that rural issues will be considered alongside the needs of people with a range of protected characteristics and other priority groups for the County Council.</p> <p>It is proposed to commission a new Community Capacity Building Support Service, also to start in October 2014. The funding available for this new service consists of £50,000 from the S72 Grants and Support for Agencies budget line plus an additional £25,000 per year for two years from the Public Health budget. The total funding available is therefore £75,000 per year for two years. The new service will cover both rural and urban areas of the County and will focus on delivery of the priorities set out in the Council's new Communities programme.</p>
<p>2</p>	<p>Does this relate to any other policy within your department, the Council or with other partner organisations? <i>If yes, please reference the relevant policy or EHRIA. If unknown, further investigation may be required.</i></p> <p>This relates to the draft LCC Medium Term Financial Strategy, specifically line S72: Funding and Support to Agencies'. There are also links to the new Leicestershire County Council Communities Strategy.</p>
<p>3</p>	<p>Who are the people/ groups (target groups) affected and what is the intended change or outcome for them?</p> <p>The affected target groups are the community groups and voluntary organisations likely to seek support from the commissioned organisation. Public sector organisations are also likely to seek information from the commissioned organisation about the needs and</p>

	<p>priorities of specific rural communities.</p> <p>Whilst both of the current contracts relate to generic service, for example representing rural communities at meeting and providing information, advice and support with grant funding applications, across rural Leicestershire, the new contract will be more targeted to groups that are less likely to be able to 'help themselves' in both rural and urban area i.e. more marginalised, hard to reach communities that need additional support to engage in delivering the new LCC priorities.</p>			
4	<p>Will this policy meet the Equality Act 2010 requirements to have due regard to the need to meet any of the following aspects? (Please tick and explain how)</p>			
		Yes	No	How?
	Eliminate unlawful discrimination, harassment and victimisation	X		The proposed new contract may include the commissioned organisation supporting communities to develop projects that support the elimination of unlawful discrimination, harassment and victimisation. Whilst this support is likely to be more targeted than the current offer, particularly in relation to delivery of LCC priorities, it is intended that it will target marginalised and hard to reach groups across the County, rather than just the rural areas of Leicestershire.
	Advance equality of opportunity between different groups	X		Dependent upon the type of support required, the new contract will enable the commissioned organisation to offer specific advice and support to community groups and voluntary sector organisations on projects and activities which may have the potential to advance equality of opportunity for specific protected groups and foster good relations between different communities. There is also the potential for the commissioned organisation to facilitate sharing of good practice within and between different communities.
	Foster good relations between different groups	X		

Section 2: Equality and Human Rights Impact Assessment (EHRIA) Screening

Section 2: Equality and Human Rights Impact Assessment Screening

The purpose of this section of the assessment is to help you decide if a full EHRIA is required.

If you have already identified that a full EHRIA is needed for this policy/ practice/ procedure/ function/ service, either via service planning processes or other means, then please go straight to [Section 3](#) on Page 7 of this document.

Section 2

A: Research and Consultation

5.	Have the target groups been consulted about the following?	Yes	No*
	a) their current needs and aspirations and what is important to them;	Yes	
	b) any potential impact of this change on them (positive and negative, intended and unintended);		No
	c) potential barriers they may face	Yes	
6.	If the target groups have not been consulted directly, have representatives been consulted or research explored (e.g. Equality Mapping)?		No
7.	Have other stakeholder groups/ secondary groups (e.g. carers of service users) been explored in terms of potential unintended impacts?	Yes	
8.	*If you answered 'no' to the question above, please use the space below to outline what consultation you are planning to undertake, or why you do not consider it to be necessary.		
	<p>A significant amount of research has been undertaken in order to identify the needs of community groups and voluntary sector organisations in terms of supporting delivery of 'Big Society' and 'Communities in Charge', including specific barriers to their implementation in Leicestershire. This research has informed the design of the new Communities Strategy and programme.</p> <p>However, the County Council intends to consult further with community groups and voluntary sector organisations across the county in order to check our understanding of priorities for support from the 'Capacity Building Service' to ensure that we fully understand the impact of the proposed change in focus of this funding. The feedback from the consultation on funding proposals will be included in a report to be considered by the County Council Cabinet in September 2014.</p>		

Section 2

B: Monitoring Impact

9.	Are there systems set up to:	Yes	No
	a) monitor impact (positive and negative, intended and unintended) for different groups;		No – but will be
	b) enable open feedback and suggestions from different communities		No – but will be

Note: If no to Question 8, you will need to ensure that monitoring systems are established to check for impact on the protected characteristics.

Section 2

C: Potential Impact

10.	Use the table below to specify if any individuals or community groups who identify with any of the ' protected characteristics ' may <u>potentially</u> be affected by this policy and describe any positive and negative impacts, including any barriers.			
		Yes	No	Comments
	Age	Yes		Some of the community groups who will access the new service are likely to focus on activities/projects for people in particular age groups. Under the new contract groups in both rural <u>and</u> urban areas will be supported.
	Disability	Yes		Some of the community groups who will access the new service are likely to focus on activities/projects for people with disabilities. Under the new contract groups in both rural <u>and</u> urban areas will be supported.
	Gender Reassignment	Yes		It is possible that some of the community groups who will access the new service are likely to focus on activities/projects for people in relation to gender reassignment. Under the new contract groups in both rural <u>and</u> urban areas will be supported.
	Marriage and Civil Partnership		No	
	Pregnancy and Maternity		No	
	Race	Yes		Some of the community groups who will access the new service are likely to focus on activities/projects for people from different races. Under the new contract groups in both rural <u>and</u> urban areas will be supported and therefore, given the nature of the Leicestershire population, there is likely to be more support for groups supporting people from different racial backgrounds.
	Religion or Belief	Yes		Some of the community groups who will access the new service are likely to focus on activities/projects for people in relation to religion or belief. Under the new contract groups in both rural <u>and</u> urban areas will be supported and therefore, given the nature of the Leicestershire population, there is likely to be more support for groups supporting people from different religions and with a more diverse range of beliefs.

	Sex	Yes	Some of the community groups who will access the new service are likely to focus on activities/projects for people in relation to gender. Under the new contract groups in both rural <u>and</u> urban areas will be supported.
	Sexual Orientation	Yes	Some of the community groups who will access the new service are likely to focus on activities/projects for people in relation to sexual orientation. Under the new contract groups in both rural <u>and</u> urban areas will be supported.
	Other groups e.g. rural isolation, deprivation, health inequality, carers, asylum seeker and refugee communities, looked after children, deprived or disadvantaged communities		<p>Some of the community groups who will access the new service are likely to have specialist support requirements and because of the targeting of the service these groups are likely to feature in greater numbers than the current contracts.</p> <p>In terms of rural isolation, it is likely that there will be less focus on this specific dimension due to the fact that the rural representation role is being combined with representation of a number of other priority groups (including protected characteristics). As the current commissioned contract offers generic support to community groups and voluntary organisations in rural areas, there will be a need to ensure that appropriate research and intelligence on the current service provision is gathered from the current contract holder to enable an analysis to take place on whether the revised approach will have a disproportionate level of negative impact on the community and voluntary organisations in rural areas and the service users benefiting from the current service offer.</p>
	Community Cohesion		Some of the community groups who will access the new service are likely to seek support for projects which will have a positive impact on community cohesion. The integration of rural and urban support has potentially positive implications in terms of shared learning and exchange of experience between different communities.

11.	Are the human rights of individuals <u>potentially</u> affected by this proposal? Could there be an impact on human rights for any of the protected characteristics? (Please tick)		
	Explain why you consider that any particular article in the Human Rights Act may apply to your policy/ practice/ function or procedure and how the human rights of individuals are likely to be affected below: [NB. Include positive and negative impacts as well as barriers in benefiting from the above proposal]		
	Yes	No	Comments
Part 1: The Convention- Rights and Freedoms			
Article 2: Right to life		No	
Article 3: Right not to be tortured or treated in an inhuman or degrading way		No	
Article 4: Right not to be subjected to slavery/ forced labour		No	
Article 5: Right to liberty and security		No	
Article 6: Right to a fair trial		No	
Article 7: No punishment without law		No	
Article 8: Right to respect for private and family life	Yes		An assessment will need to be undertaken on whether the new contract will have a detrimental impact on supporting individuals and communities experiencing rural isolation. This assessment can only be undertaken once further information has been obtained from the commissioned organisation and its service users on the current service provision.
Article 9: Right to freedom of thought, conscience and religion		No	
Article 10: Right to freedom of expression		No	
Article 11: Right to freedom of assembly and association		No	
Article 12: Right to marry		No	
Article 14: Right not to be discriminated against	Yes		All decisions relating to the specific marginalised and hard to reach groups that will be selected to receive the targeted support will need to be

				based on evidence of need. The forthcoming consultation will help with the decision-making process on to the specific groups that will be supported through the new contract.
Part 2: The First Protocol				
	Article 1: Protection of property/ peaceful enjoyment		No	
	Article 2: Right to education		No	
	Article 3: Right to free elections		No	
Section 2				
D: Decision				
	Is there evidence or any other reason to suggest that:	Yes	No	Unknown
	a) this policy could have a different affect or adverse impact on any section of the community;	X		
	b) any section of the community may face barriers in benefiting from the proposal			X
13.	Based on the answers to the questions above, what is the likely impact of this policy?			
	No Impact <input type="checkbox"/>	Positive Impact <input checked="" type="checkbox"/> Reach will be extended to all protected characteristics	Neutral Impact <input type="checkbox"/>	Negative Impact or Impact Unknown <input checked="" type="checkbox"/> Reach into rural communities likely to be limited to some extent due to focus on both rural and urban and prioritisation proposed
Note: If the decision is 'Negative Impact' or 'Impact Not Known' an EHRIA Report is required.				
14.	Is an EHRIA report required?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	

Section 3: Equality and Human Rights Impact Assessment (EHRIA) Report

Section 3: Equality and Human Rights Impact Assessment Report

This part of the assessment will help you to think thoroughly about the impact of this policy and to critically examine whether it is likely to have a positive or negative impact on different groups within our diverse community. It is also to identify any barriers that may detrimentally affect under-represented communities or groups, who may be disadvantaged by the way in which we carry out our business.

Using the information gathered either within the EHRIA Screening or independently of this process, this EHRIA Report should be used to consider the impact or likely impact of the policy in relation to all areas of equality, diversity and human rights as outlined in Leicestershire County Council's Equality Strategy.

Section 3

A: Research and Consultation

When considering the target groups it is important to think about whether new data needs to be collected or whether there is any existing research that can be utilised.

- 15.** Based on the gaps identified either in the EHRIA Screening or independently of this process, how have you now explored the following and what does this information/data tell you about each of the diverse groups?
- a) current needs and aspirations and what is important to individuals and community groups (including human rights);
 - b) likely impacts (positive and negative, intended and unintended) to individuals and community groups (including human rights);
 - c) likely barriers that individuals and community groups may face (including human rights)

The County Council undertook a 12 week consultation process between March and June 2014. The results of this consultation are set out below in the context of the specific, relevant questions:

- 12a. What sort of capacity building support do you think community groups and voluntary sector organisations in Leicestershire most need if they are to support vulnerable people in order to reduce the demand on public services?**

Total Responses - 88

Capacity Building Support to Support Vulnerable People	Number of Responses
Practical help/advice	9
Budgets/finance	7
Help identifying vulnerable people and their needs	7

Fundraising	7
Outreach work	6
Access to advice/leadership support	6
Training	6
Group Support	5
RCC Good Neighbours	5
Volunteering Marketing	4
Capacity Building	4

Other options, identified by one or two respondents each, are befriending/mentoring, support for community centres, support for self-help, support to set up peer groups (2), links to public sector agencies (2), examples of best practice (2), setting up procedures e.g. safeguarding and information sharing and sustained one to one support e.g. not just guidance and information and then 'left to get on with it'.

A number of people highlighted the importance of capacity building support for a wide range of vulnerable people:

"An elderly person living in a village without a car is as vulnerable as an immigrant who arrives in the country with no job, few connections and cannot speak the language"

There was also a plea to consider the role of vulnerable people within their communities:

"Vulnerable people can be active participants in service delivery – if community capacity building is underpinned by individual and collective capacity building"

However, there was also a reminder about the need to support everyone in the County:

"Happy that vulnerable people are given priority but what about all the other good people of Leicestershire that need support in a situation of ever declining services such as transport and libraries"

Again, there was a real sense from respondents about the important of outreach work *"this should be done by front line organisations with staff working in communities, not sitting in offices far removed from the need"*.

12 respondents said that they did not know.

12b) What sort of capacity building support do you think community groups and voluntary sector organisations in Leicestershire most need if they are to get more involved in service delivery?

Total Responses = 88

Capacity Building Support to Support Service Delivery	Number of Responses
Funding/Grants	13
Professional support/advice e.g. legal, HR, finance, business models	12

Volunteering	9
Bid writing support	4
Community development/capacity building	3
Training	3
Infrastructure that makes it cost effective to bid for services	2
Clear and agreed targets	2

Other options, identified by one respondent each, are toolkits, marketing, information on service needs and gaps, help to get younger people involved, help to set up systems, enabling pilots and demonstration projects, relaxation of regulations/red tape and support for collaboration e.g. a cluster of PCs.

Some respondents to this question identified potential challenges *“with the best will in the world, maintaining a service with (mainly) volunteers is daunting”* and *“I can’t see many VCS agencies being able to do this well and sustainably enough”* and a plea to *“really care about VCS groups and listen to their experiences, allow them to influence...not just use them to fulfil the County Council agenda and responsibilities”*.

8 respondents to this question answered ‘Don’t Know’ or ‘Not Sure’.

16. Is any further research, data collection or evidence required to fill any gaps in your understanding of the potential or known effects of the policy on target groups?

It was clear from analysing the results of the consultation that many of those responding had not understood that both rural contracts had been due to expire in March 2014 but had been extended until December 31st 2014 to ensure continuity of service.

Significant concern was expressed by a number of respondents about the impact on rural communities of losing the Rural Advice Service in particular and the danger of resources being focussed on urban communities through the new contract. It is therefore proposed that a section be added into the tender documentation seeking evidence of expertise and experience working in rural communities as well as encouragement for specialist rural organisations to work in a consortium with one or more organisations with a similar track record in urban communities.

When considering who is affected by this proposed policy, it is important to think about consulting with and involving a range of service users, staff or other stakeholders who may be affected as part of the proposal.

17. Based on the gaps identified either in the EHRIA Screening or independently of this process, how have you further consulted with those affected on the likely impact and what does this consultation tell you about each of the diverse groups?

The value of the current Rural Advice Service is £30,000 per annum and of the new contract £100,000 per annum. It will be indicated in the tender documentation that this funding should be allocated roughly 50/50 between rural and urban communities. Therefore the resources allocated for rural community capacity building will increase through the new service (from £30,000 to £50,000 per annum).

Comments about the importance of rural communities and the need to ensure that rural is not

overlooked in delivering the Service were made in response to a number of different questions. A number of respondents specifically commented on the value of the Rural Advice Service provided by the Rural Community Council (the current provider), specifically project ideas, planning projects, methodology, sourcing and securing funding, signposting, training and links to relevant networks. It is therefore important that these elements continue within the new Service.

18. Is any further consultation required to fill any gaps in your understanding of the potential or known effects of the policy on target groups?

It is proposed to work with the commissioned organisations early in Quarter One to undertake a focus group with representatives from different communities across Leicestershire in order to refine the service offer prior to full roll-out of the programme. One of the deliverables proposed in the tender specification is a web-based toolkit and this focus group could also play a role in identifying key content for this toolkit.

Section 3

B: Recognised Impact

19.	Based on any evidence and findings, use the table below to specify if any individuals or community groups who identify with any 'protected characteristics' are <u>likely</u> be affected by this policy. Describe any positive and negative impacts, including what barriers these individuals or groups may face.	
		Comments
	Age	The new Service will provide support to community groups and voluntary sector organisations with a focus on people from particular age groups in both rural and urban communities. There will therefore be a positive impact in terms of capacity building support now being available in urban communities and support for rural communities being increased from current levels
	Disability	The new Service will provide support to community groups and voluntary sector organisations with a focus on people with physical and learning disabilities in both rural and urban communities. There will therefore be a positive impact in terms of capacity building support now being available in urban communities and support for rural communities being increased from current levels
	Gender Reassignment	The new Service will provide support to community groups and voluntary sector organisations with a focus on people in relation to gender reassignment in both rural and urban communities. There will therefore be a positive impact in terms of capacity building support now being available in urban communities and support for rural communities being increased from current levels
	Marriage and Civil Partnership	No or limited impact

Pregnancy and Maternity	No or limited impact
Race	The new Service will provide support to community groups and voluntary sector organisations with a focus on people from different races in both rural and urban communities, given that urban communities generally have higher proportions of BME populations than rural areas, there will therefore be a positive impact in terms of capacity building support now being available in urban communities and support for rural communities being increased from current levels
Religion or Belief	The new Service will provide support to community groups and voluntary sector organisations with a focus on people from different faith groups in both rural and urban communities. There will therefore be a positive impact in terms of capacity building support now being available in urban communities and support for rural communities being increased from current levels
Sex	The new Service will provide support to community groups and voluntary sector organisations with a focus on people from both genders in both rural and urban communities. There will therefore be a positive impact in terms of capacity building support now being available in urban communities and support for rural communities being increased from current levels
Sexual Orientation	The new Service will provide support to community groups and voluntary sector organisations with a focus on people of different sexual orientations in both rural and urban communities. There will therefore be a positive impact in terms of capacity building support now being available in urban communities and support for rural communities being increased from current levels
Other groups e.g. rural isolation, deprivation, health inequality, carers, asylum seeker and refugee communities, looked after children, deprived or disadvantaged communities	<p>Because the new community capacity building service is intended to target priority groups – those who need more support – in rural and urban areas, some of these groups are likely to have additional or unique support needs.</p> <p>Following the consultation process it is proposed to make additional funding available for the contract (see below) and this means that additional resources will be available for isolated and priority communities in rural areas</p>
Community Cohesion	Many of the projects and activities supported through the new Community Capacity Building Service are likely to have a positive impact on community cohesion.

20.	Based on any evidence and findings, use the table below to specify if any particular Articles in the Human Rights Act are <u>likely</u> apply to your policy. Are the human rights of any individuals or community groups affected by this proposal? Is there an impact on human rights for any of the protected characteristics?			
	Comments			
Part 1: The Convention- Rights and Freedoms				
Article 2: Right to life	<p>Since the initial screening was undertaken further scoping has been conducted in relation to the new contract and it has been agreed that the focus on rural communities will be on those communities that are the most isolated and/or deprived.</p> <p>A process will be agreed with the commissioned organisation for prioritising services to ensure that marginalised and hard to reach communities are reached effectively and that any project support provided and events organised take into account consideration of issues such as the need for volunteers to have their expenses reimbursed, consideration given to the religious appropriateness of meeting venues and respect for individuals right to a private and family life.</p> <p>The commissioned organisation will ensure that the appropriate harassment, bullying and dignity at work policies are in place in relation to both employees and volunteers (Article 3), that there are clear processes for dealing with disciplinary processes and disputes (Article 6) and that personal data is managed appropriately and privacy of date respected (Article 8)</p>			
Article 3: Right not to be tortured or treated in an inhuman or degrading way				
Article 4: Right not to be subjected to slavery/ forced labour				
Article 5: Right to liberty and security				
Article 6: Right to a fair trial				
Article 7: No punishment without law				
Article 8: Right to respect for private and family life				
Article 9: Right to freedom of thought, conscience and religion				
Article 10: Right to freedom of expression				
Article 11: Right to freedom of assembly and association				
Article 12: Right to marry				
Article 14: Right not to be discriminated against				
Part 2: The First Protocol				
Article 1: Protection of property/ peaceful enjoyment				
Article 2: Right to education				
Article 3: Right to free elections				
Section 3 C: Mitigating and Assessing the Impact				

<p>Taking into account the research, data, consultation and information you have reviewed and/or carried out as part of this EHRIA, it is now essential to assess the impact of the policy.</p>	
21.	<p>If you consider there to be actual or potential adverse impact or discrimination, please outline this below. State whether it is justifiable or legitimate and give reasons.</p>
<p>As identified above, following the consultation process the amount of funding available for this contract has been increased from £75,000 per annum to £100,000 per annum and wording added to the draft specification making it clear that this funding should be split approximately 50/50 between rural and urban areas. This should help to allay the concerns, expressed through the consultation, about all of the funding available for this contract being swallowed up by urban communities. Rural isolation and deprivation are clearly important issues and groups will be prioritised who need additional support.</p> <p>These changes mean that the amount of funding available for rural communities will increase from the current level of £30,000 for the current Rural Advice Service to £50,000 per annum over the 27 months from January 2015.</p> <p>The impact of the new Service should therefore be positive in that a service will now be available in urban areas, whilst the service available in rural communities will be enhanced.</p>	
<p>N.B.</p> <p>i) If you have identified adverse impact or discrimination that is <u>illegal</u>, you are required to take action to remedy this immediately.</p> <p>ii) If you have identified adverse impact or discrimination that is <u>justifiable or legitimate</u>, you will need to consider what actions can be taken to mitigate its effect on those groups of people.</p>	
22.	<p>Where there are potential barriers, negative impacts identified and/or barriers or impacts are unknown, please outline how you propose to minimise all negative impact or discrimination.</p> <ul style="list-style-type: none"> a) include any relevant research and consultations findings which highlight the best way in which to minimise negative impact or discrimination b) consider what barriers you can remove, whether reasonable adjustments may be necessary, and how any unmet needs that you have identified can be addressed c) if you are not addressing any negative impacts (including human rights) or potential barriers identified for a particular group, please explain why
<p>As outlined above, it is proposed to work with the commissioned organisations early in Quarter One (of the new contract, Quarter 4 of 2014-15) to undertake a focus group with representatives from different communities across Leicestershire in order to refine the service offer prior to full roll-out of the programme.</p> <p>Work will also be undertaken to ensure alignment, and eliminate duplication, with other relevant contracts, for example the County Infrastructure contract delivered by Voluntary</p>	

Action Leicestershire, the proposed new Engagement and Representation contract (which includes an element of capacity building for specific communities of interest) and the new capacity building service for children, young people and families currently in development.

Section 3

D: Making a decision

- 23.** Summarise your findings and give an overview as to whether the policy will meet Leicestershire County Council's responsibilities in relation to equality, diversity, community cohesion and human rights.

This service should have a positive impact and help the County Council to discharge its responsibilities in relation to equality, diversity, community cohesion and human rights.

Section 3

E: Monitoring, evaluation & review of your policy

- 24.** Are there processes in place to review the findings of this EHRIA and make appropriate changes? In particular, how will you monitor potential barriers and any positive/ negative impact?

The contract will be monitored through quarterly contract management meetings and an annual report. These quarterly meetings will be used to identify any unintended positive or negative impacts plus any potential barriers to effective delivery of the Service.

- 25.** How will the recommendations of this assessment be built into wider planning and review processes?
e.g. policy reviews, annual plans and use of performance management systems

The recommendations will be built into the tender process for the new service, specifically the assessment and interview stage, and into annual reporting on the new service.

**Section 3:
F: Equality and human rights improvement plan**

Please list all the equality objectives, actions and targets that result from the Equality and Human Rights Impact Assessment (EHRIA) (continue on separate sheets as necessary). These now need to be included in the relevant service plan for mainstreaming and performance management purposes.

Equality Objective	Action	Target	Officer Responsible	By when
Identify capacity building needs of specific communities	Hold a joint focus group with the commissioned organisation to establish capacity buildings needs	Focus Group planned and delivered	Contract Manager/Lead Officer for Commissioned Organisation	February 2015
Ensure equality of access for rural and urban communities	Invest additional £25,000 per annum into the contract to increase reach into both rural and urban communities	Cabinet Approval September 2014	Nicole Rickard, Interim Head of Policy and Communities	September 2014
Effective contract management to assess positive and negative impacts on an on-going basis	Quarterly contract management meetings with the commissioned organisation or consortium	Quarterly meeting	Contract Manager	Quarterly

Section 4: Sign off and scrutiny

Upon completion, the Lead Officer completing this assessment is required to sign the document in the section below.

It is required that this Equality and Human Rights Impact Assessment (EHRIA) is scrutinised by your [Departmental Equalities Group](#) and signed off by the Chair of the Group.

Once scrutiny and sign off has taken place, a depersonalised version of this EHRIA should be published on Leicestershire County Council's website. Please send a copy of this form to louisa.jordan@leics.gov.uk, Members Secretariat, in the Chief Executive's department for publishing.

Section 4

A: Sign Off and Scrutiny

Confirm, as appropriate, which elements of the EHRIA have been completed and are required for sign off and scrutiny.

Equality and Human Rights Assessment Screening

Equality and Human Rights Assessment Report

1st Authorised Signature (EHRIA Lead Officer):

Date:

2nd Authorised Signature (DEG Chair):

Date:

Equality & Human Rights Impact Assessment (EHRIA)

This Equality and Human Rights Impact Assessment (EHRIA) will enable you to assess the **new, proposed or significantly changed** policy/ practice/ procedure/ function/ service** for equality and human rights implications.

Undertaking this assessment will help you to identify whether or not this policy/ practice/ procedure/ function/ service** may have an adverse impact on a particular community or group of people. It will ultimately ensure that as an Authority we do not discriminate and we are able to promote equality, diversity and human rights.

Before completing this form please refer to the EHRIA [guidance](#), for further information about undertaking and completing the assessment. For further advice and guidance, please contact your [Departmental Equalities Group](#) or equality@leics.gov.uk

***Please note: The term 'policy' will be used throughout this assessment as shorthand for policy, practice, procedure, function or service.*

Key Details	
Name of policy being assessed:	Leicestershire Equalities Challenge Group - Engagement and Representation contract
Department and section:	Chief Executive's Strategy, Partnerships and Communities
Name of lead officer/ job title and others completing this assessment:	Nicole Rickard, Policy & Partnerships Team Leader/Interim Head of Policy and Communities
Contact telephone numbers:	0116 305 6977
Name of officer/s responsible for implementing this policy:	Nicole Rickard
Date EHRIA assessment started:	10 th February 2014
Date EHRIA assessment completed:	

Section 1: Defining the policy

Section 1: Defining the policy

You should begin this assessment by defining and outlining the scope of this policy. You should consider the impact or likely impact of the policy in relation to all areas of equality, diversity and human rights, as outlined in Leicestershire County Council's Equality Strategy.

1	<p>What is new or changed in this policy? <i>What has changed and why?</i></p> <p>The County Council's draft Medium Term Financial Strategy (MTFS) identifies a five year savings requirement of £110m. Detailed budget consultation over the summer of 2013 identified that local residents considered that 'Grants and Support to Agencies' was a lower priority area where savings could be achieved. To achieve planned savings of £590,000 against a budget of £1.2 million by 2016/17, LCC funding to some VCS organisations is either being withdrawn or reduced on a phased basis over the next two years.</p> <p>This EHRIA relates to the proposed changes to the new engagement and representation contract.</p> <p><u>Current position</u></p> <p>Delivery of mechanisms for engagement and representation of minority and hard to reach groups from the Chief Executives Department budget is currently two- fold within established arrangements.</p> <p>The current engagement and representation contract has a purpose to specifically focus on engagement and representation of Black & Minority Ethnic (BME) communities, Faith communities and Lesbian, Gay, Bi-Sexual & Transgender (LGBT) communities. Funding for the current contract is £35,000 per annum, the contract was established for two years, and is due to end in March 2014.</p> <p>In addition to this contract, the Leicestershire Equalities Challenge (LEC) Group meets quarterly. This is a group which is made up of representatives from a wide range of protected characteristics, and has a specific remit to consult with and scrutinise policy and service delivery (from an equalities perspective) of LCC and partner organisations. This group was established in 2007, is currently supported by staff in the Policy & Partnerships Team at Leicestershire County Council and is delivered within the current budget for Leicestershire Together.</p> <p><u>Proposed new approach</u></p> <p>It is proposed that a new contract will expand engagement and representation processes to encompass all minority and hard to reach groups (not just specifically BME, Faith & LGBT community groups) and will include co-ordination and delivery of the Leicestershire Equalities Challenge (LEC) Group, in order to ensure that engagement and representation processes with minority and hard to reach communities are more robust and able to focus on the delivery of the priorities set out in the Council's new Communities programme.</p> <p>The intention is for this contract to build upon and expand the existing Leicestershire Equalities Challenge (LEC) Group i.e. to co-ordinate and support this group, whilst also developing other mechanisms and approaches to facilitate effective engagement and representation with minority and hard to reach groups, individuals and communities.</p> <p>This new contract is to start in October 2014 and the total funding available for this new contract consists of £30,000 per annum from the S72 Grants and Support for Agencies budget line.</p>
2	<p>Does this relate to any other policy within your department, the Council or with other partner organisations? <i>If yes, please reference the relevant policy or EHRIA. If unknown, further investigation may be required.</i></p> <p>This relates to the draft LCC Medium Term Financial Strategy, specifically line S72: Funding and Support to Agencies'. There are also links to the new Leicestershire County Council Communities Strategy.</p>

3	<p>Who are the people/ groups (target groups) affected and what is the intended change or outcome for them?</p> <p>The affected target groups are the individuals and community groups likely to seek support from the commissioned organisation and be involved with any engagement and representation activity via the commissioned organisation. Public sector organisations are also likely to seek information from the commissioned organisation about the needs and priorities of specific communities or individuals of specific protected characteristics.</p> <p>Whilst the current contract relates to generic engagement and representation with three key minority community groups, the scope of the new contract will be expanded to encompass all protected characteristics, plus a range of other minority communities, building upon the existing make-up and structure of the Leicestershire Equalities Challenge (LEC) Group.</p>		
4	<p>Will this policy meet the Equality Act 2010 requirements to have due regard to the need to meet any of the following aspects? (Please tick and explain how)</p>		
	Yes	No	How?
Eliminate unlawful discrimination, harassment and victimisation	X		The proposed new contract will facilitate mechanisms to engage and consult with a range of marginalised and hard to reach groups across the County. This in turn will enable LCC to eliminate any potential unlawful discrimination, harassment and victimisation and from future policy development and service delivery.
Advance equality of opportunity between different groups	X		The new contract will enable the commissioned organisation to facilitate engagement and representation between Leicestershire County Council and marginalised and hard to reach groups.
Foster good relations between different groups	X		Enabling different groups to consult and speak up both individually and collectively may have the potential to advance equality of opportunity for specific protected groups and foster good relations between different communities. There is also the potential for the commissioned organisation to facilitate sharing of good practice within and between different communities.

Section 2: Equality and Human Rights Impact Assessment (EHRIA) Screening

Section 2: Equality and Human Rights Impact Assessment Screening

The purpose of this section of the assessment is to help you decide if a full EHRIA is required.

If you have already identified that a full EHRIA is needed for this policy/ practice/ procedure/ function/ service, either via service planning processes or other means, then please go straight to [Section 3](#) on Page 7 of this document.

Section 2

A: Research and Consultation

5.	Have the target groups been consulted about the following?	Yes	No*
	a) their current needs and aspirations and what is important to them;	X	
	b) any potential impact of this change on them (positive and negative, intended and unintended);		X
	c) potential barriers they may face	X	
6.	If the target groups have not been consulted directly, have representatives been consulted or research explored (e.g. Equality Mapping)?		X
7.	Have other stakeholder groups/ secondary groups (e.g. carers of service users) been explored in terms of potential unintended impacts?	X	
8.	*If you answered 'no' to the question above, please use the space below to outline what consultation you are planning to undertake, or why you do not consider it to be necessary.		
	<p>A significant amount of research has been undertaken in order to identify the needs of community groups and voluntary sector organisations in terms of supporting delivery of 'Big Society' and 'Communities in Charge', including specific barriers to their implementation in Leicestershire. This research has informed the design of the new Communities Strategy and programme.</p> <p>Additionally, the Leicestershire Equalities Challenge (LEC) Group (formerly known as Leicestershire Working Together or LWT) has been established for seven years, and in this time the needs and aspirations of individuals and communities from a wide range of protected characteristics have been explored through consultation and engagement.</p> <p>However, the County Council intends to consult further with community groups and voluntary sector organisations across the county in order to check our understanding of priorities for support from the 'engagement and representation contract' and to ensure that we fully understand the impact of the proposed change in focus of this funding. The feedback from the consultation on funding proposals will be included in a report to be considered by the County Council Cabinet in September 2014.</p>		

Section 2				
B: Monitoring Impact				
9.	Are there systems set up to:	Yes	No	
	a) monitor impact (positive and negative, intended and unintended) for different groups;		No – but will be	
	b) enable open feedback and suggestions from different communities		No – but will be	
Note: If no to Question 8, you will need to ensure that monitoring systems are established to check for impact on the protected characteristics.				
Section 2				
C: Potential Impact				
10.	Use the table below to specify if any individuals or community groups who identify with any of the ' protected characteristics ' may <u>potentially</u> be affected by this policy and describe any positive and negative impacts, including any barriers.			
		Yes	No	Comments
	Age	X		It is proposed that the new engagement and representation contract be expanded to include the protected characteristic of age and linked to the LEC group, where older and younger people are currently represented. This therefore has the potential to create a positive impact upon this protected characteristic.
	Disability	X		It is proposed that the new engagement and representation contract be expanded to include the protected characteristic of disability and linked to the LEC group, where people with physical, sensory and learning and mental health disabilities are currently represented. This therefore has the potential to create a positive impact upon this protected characteristic.
	Gender Reassignment	X		It is proposed that the new engagement and representation contract be expanded to include the protected characteristic of gender re-assignment and linked to the LEC group, where members of the transgender community are currently represented. This therefore has the potential to create a positive impact upon this protected characteristic.
Marriage and Civil Partnership	X		It is proposed that the new engagement and representation contract be expanded to include the protected characteristic of marriage and civil partnership and linked to	

				the LEC group, where this protected characteristic is currently represented. This therefore has the potential to create a positive impact upon this protected characteristic.
	Pregnancy and Maternity	X		It is proposed that the new engagement and representation contract be expanded to include the protected characteristic of pregnancy & maternity and linked to the LEC group, where this protected characteristic is currently represented. This therefore has the potential to create a positive impact upon this protected characteristic.
	Race	X		<p>It is proposed that the new engagement and representation contract continue to include the protected characteristic of race and directly link to the LEC group, where this protected characteristic is currently represented. This therefore has the potential to create a positive impact upon this protected characteristic.</p> <p>However, as the current contract is to engage specifically with the BME community (in addition to Faith Communities and the LGBT Community) there may be potential negative impact upon the protected characteristic of race by widening the contract to a range of other target groups as engagement and representation is likely to be less specific.</p> <p>When the current engagement and representation contract ends in March 2014 there will be a need to ensure that appropriate research and intelligence is gathered, on the current service provision, from the current contract holder. This will enable analysis to take place to determine whether the revised approach will have a disproportionate level of negative impact on this protected characteristic group.</p>
	Religion or Belief	X		<p>It is proposed that the new engagement and representation contract continue to include the protected characteristic of race and directly link to the LEC group, where this protected characteristic is currently represented. This therefore has the potential to create a positive impact upon this protected characteristic.</p> <p>However, as the current contract is to engage specifically with Faith Communities (in addition to BME Communities and the LGBT Community) there may be potential negative</p>

			<p>impact upon the protected characteristic of religion or belief by widening the contract to a range of other target groups as engagement and representation is likely to be less specific.</p> <p>When the current engagement and representation contract ends in March 2014 there will be a need to ensure that appropriate research and intelligence is gathered, on the current service provision, from the current contract holder. This will enable analysis to take place to determine whether the revised approach will have a disproportionate level of negative impact on this protected characteristic group.</p>
	Sex	X	<p>It is proposed that the new engagement and representation contract be expanded to include the protected characteristic of sex and linked to the LEC group, where people of both male and female gender are currently represented. This therefore has the potential to create a positive impact upon this protected characteristic.</p>
	Sexual Orientation	X	<p>It is proposed that the new engagement and representation contract continue to include the protected characteristic of and directly link to the LEC group, where this protected characteristic is currently represented. This therefore has the potential to create a positive impact upon this protected characteristic.</p> <p>However, as the current contract is to engage specifically with the LGBT Community (in addition to BME Communities and Faith Communities) there may be potential negative impact upon the protected characteristic of sexual orientation by widening the contract to a range of other target groups as engagement and representation is likely to be less specific. When the current engagement and representation contract ends in March 2014 there will be a need to ensure that appropriate research and intelligence is gathered, on the current service provision, from the current contract holder. This will enable analysis to take place to determine whether the revised approach will have a disproportionate level of negative impact on this protected characteristic group.</p>
	Other groups e.g. rural isolation, deprivation, health inequality, carers, asylum	X	<p>It is proposed that the new engagement and representation contract be expanded to include the following minority/ hard to reach groups: carers; rural; gypsies and travellers;</p>

	seeker and refugee communities, looked after children, deprived or disadvantaged communities			asylum seekers; worklessness; offenders; drug/ alcohol users. Many of these groups are currently represented on the LEC group. This therefore has the potential to create a positive impact upon these specific groups.
	Community Cohesion	X		The new engagement and representation contract has the potential to foster good relations between different community groups, thus creating a positive impact upon community cohesion.
11.	<p>Are the human rights of individuals <u>potentially</u> affected by this proposal? Could there be an impact on human rights for any of the protected characteristics? (Please tick)</p> <p>Explain why you consider that any particular article in the Human Rights Act may apply to your policy/ practice/ function or procedure and how the human rights of individuals are likely to be affected below: [NB. Include positive and negative impacts as well as barriers in benefiting from the above proposal]</p>			
		Yes	No	Comments
Part 1: The Convention- Rights and Freedoms				
	Article 2: Right to life		X	
	Article 3: Right not to be tortured or treated in an inhuman or degrading way		X	
	Article 4: Right not to be subjected to slavery/ forced labour	X		Those volunteering through the new engagement and representation contract must not be used as a vehicle for exploitation (e.g. volunteer expenses need to be provided, and the work commitment of the volunteers should not be at a level to that of paid employees).
	Article 5: Right to liberty and security		X	
	Article 6: Right to a fair trial		X	
	Article 7: No punishment without law		X	
	Article 8: Right to respect for private and family life	X		The new engagement and representation contract must clearly state that the rights of those people volunteering as part of the contract should have their private and family life respected i.e. cultural and religious needs taken into account when setting up meetings etc.

Article 9: Right to freedom of thought, conscience and religion	X		<p>The new engagement and representation contract will involve co-ordinating the LEC Group meetings in addition to other engagement and representation events. The contract will need to be explicit that the scheduling of events does not interfere with religious holidays, that any venues meet cultural and religious needs (i.e. prayer facilities) and that catering is provided which is religiously appropriate.</p> <p>Bullying and harassment may also potentially be applicable if the individuals representing the different protected characteristic groups feel that individuals from other protected characteristic groups are voicing opinions that are in conflict with their own views and practices and this infringes on their right to freedom of thought, conscience and religion.</p> <p>See also section on Article 10 and Article 14.</p>
Article 10: Right to freedom of expression	X		<p>All those who will engage through the new contract, will be entitled to the right to freedom of expression without judgement.</p> <p>Bullying and harassment may potentially be applicable if the individuals representing the different protected characteristic groups feel that individuals from other protected characteristic groups are voicing opinions that are in conflict with their own views and practices and this infringes on their right to freedom of expression.</p> <p>The commissioning organisation will be required to provide evidence of the anti-bullying procedures they will put in place, in addition to their equalities and human rights policies, to allow freedom of expression from all participants.</p> <p>All participants of the engagement and representation contract have the right to receive information without interference. Any barriers must be removed by the commissioned organisation to allow this to happen.</p>
Article 11: Right to freedom of assembly and association		X	
Article 12: Right to marry		X	

	Article 14: Right not to be discriminated against	X		<p>There is a need to ensure that the engagement and representation contract provides equal opportunity for representatives of the protected characteristic groups and other marginalised groups to participate and contribute in the work activity. The contract provider must ensure that preferential treatment is not provided solely to one group, that the work they undertake is accessible to the groups and that they work towards addressing the specific barriers to access and engagement (e.g. literacy issues).</p> <p>There is a need to ensure that the provider organisation has anti-discriminatory and anti-bullying policies in place that will address any potential conflict of interest and differences of opinions between individuals representing the different protected characteristic groups, whilst at the same time ensuring that specific groups or individuals do not feel aggrieved that their rights under Article 3 (relating to bullying/harassment), and Articles 8, 9, 10 have been impacted upon, without justification.</p>
Part 2: The First Protocol				
	Article 1: Protection of property/ peaceful enjoyment		X	
	Article 2: Right to education		X	
	Article 3: Right to free elections		X	
Section 2				
D: Decision				
	Is there evidence or any other reason to suggest that:		Yes	No
	a) this policy could have a different affect or adverse impact on any section of the community;		X	
	b) any section of the community may face barriers in benefiting from the proposal			X
13.	Based on the answers to the questions above, what is the likely impact of this policy?			

	No Impact <input type="checkbox"/>	Positive Impact <input checked="" type="checkbox"/> Reach will be extended to all protected characteristics	Neutral Impact <input type="checkbox"/>	Negative Impact or Impact Unknown <input checked="" type="checkbox"/> Impact unknown on BME, Faith and LGBT community groups, by widening the contract to all protected characteristics.
Note: If the decision is 'Negative Impact' or 'Impact Not Known' an EHRIA Report is required.				
14.	Is an EHRIA report required?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	

Section 3: Equality and Human Rights Impact Assessment (EHRIA) Report

Section 3: Equality and Human Rights Impact Assessment Report

This part of the assessment will help you to think thoroughly about the impact of this policy and to critically examine whether it is likely to have a positive or negative impact on different groups within our diverse community. It is also to identify any barriers that may detrimentally affect under-represented communities or groups, who may be disadvantaged by the way in which we carry out our business.

Using the information gathered either within the EHRIA Screening or independently of this process, this EHRIA Report should be used to consider the impact or likely impact of the policy in relation to all areas of equality, diversity and human rights as outlined in Leicestershire County Council's Equality Strategy.

Section 3

A: Research and Consultation

When considering the target groups it is important to think about whether new data needs to be collected or whether there is any existing research that can be utilised.

- 15.** Based on the gaps identified either in the EHRIA Screening or independently of this process, how have you now explored the following and what does this information/data tell you about each of the diverse groups?
- current needs and aspirations and what is important to individuals and community groups (including human rights);
 - likely impacts (positive and negative, intended and unintended) to individuals and community groups (including human rights);

c) likely barriers that individuals and community groups may face (including human rights)

The twelve week consultation conducted between March and June 2014 outlined the proposed new contract to support communities of interest, specifically protected characteristic groups. It asked two specific questions – whether the contract should target any other priority communities and whether people had any comments about the role or remit of the group. The responses to these questions are shown below:

13. Are there any other priority communities or groups that the contract should target? Total Responses = 73

26 respondents said that they could not identify additional communities or groups. Specific groups, ranked in order of the number of times identified, are as follows:

Communities or Groups	Number of Responses
Rural communities/isolated/poor	11
Youth	9
Older	8
Disabled	5
Isolated/Lonely	5
Mental Health	5
Poverty	3
Ordinary people/communities	3
Everyone	3
Carers	3
Dementia	2
Families	2
Single Parents	2
Deaf/Hard of Hearing	2

Of these, rural communities, youth, older, disabled, mental health, carers and deaf/hard of hearing are already included in the membership of the Leicestershire Equalities Challenge Group.

Other priority groups, identified by single respondents, are as follows: brain injury, looked after children, armed service leavers, victims of domestic abuse, workless, young disabled, full time workers who pay their taxes, people with linguistic difficulties, health improvement groups e.g. chronic conditions, priority neighbourhoods, forced marriages, drug and alcohol users. A further comment which is worth considering is “need a more holistic vision, people move in and out of priority groups”

14. Do you have any comments about the role/remit of the group? Total Responses = 62

7 respondents said that they support the proposal as set out in the consultation. 19 did not have any comments about the role and remit of the group and 9 did not know.

6 respondents felt that the remit of the group was too wide, that it would be a challenge for one provider to support the range of groups identified and that the funding is spread too far. 3 suggested that priority groups should be identified within the list and 2 that the contract should focus on enabling and capacity building “the outcomes will not be achieved by organisations that do not put the resource into face to face work with local people...capacity building is not done by organisations and services but by people themselves”. Two respondents suggested that the group was ‘just about political correctness’.

Other comments included the need to assess outcomes and impact, keep overheads to a minimum, ensure that representatives genuinely represent their community and that the group should focus on challenging policy and strategy “I think assessing and challenging policy-makers to ensure that policies don’t discriminate is an important role and perhaps the main focus”. There was a specific plea to think about rural and urban differences and how they might impact and to ensure that the needs of rural communities are not overlooked (3 people).

In response to the comments in the consultation about the breadth of the remit of the group, it is proposed to provide an additional £10,000 for the successful tenderer to undertake a targeted membership refresh and undertaken an on-going programme of capacity building with the Leicestershire Equalities Challenge Group members.

16. Is any further research, data collection or evidence required to fill any gaps in your understanding of the potential or known effects of the policy on target groups?

The new service, which replaces the Representation contract for Race, Faith and LGBT communities that ended in April 2014, includes a much wider range of community of interest groups including, but not limited to, the protected characteristic groups.

Given that this is a new service, it is proposed to work with the successful provider in order to plan a membership refresh for the LECG and the content of the capacity building work which will be on-going throughout the duration of the contract but particularly important as the newly independent group is established. A key point that will be considered at all stages will be the need to ensure that members of the group are representative of and report back to their community.

When considering who is affected by this proposed policy, it is important to think about consulting with and involving a range of service users, staff or other stakeholders who may be affected as part of the proposal.

17. Based on the gaps identified either in the EHRIA Screening or independently of this process, how have you further consulted with those affected on the likely impact and what does this consultation tell you about each of the diverse groups?

See above for details of the consultation conducted between March and June 2014.

Although three specific protected characteristic groups – faith, LGBT and BMT – will be most impacted by the proposed change to the service, none of these groups were specifically identified by those responding to the consultation as likely to be significantly affected by the proposed change. The concerns expressed through the consultation were more general in nature, for example the challenge of supporting a group that includes such a wide range of communities of interest.

18. Is any further consultation required to fill any gaps in your understanding of the potential or known effects of the policy on target groups?

It is proposed to undertake further, specific consultation with groups representing the three protected characteristics identified above to ensure that the proposed new service meets their requirements.

Section 3**B: Recognised Impact**

19.	Based on any evidence and findings, use the table below to specify if any individuals or community groups who identify with any 'protected characteristics' are <u>likely</u> be affected by this policy. Describe any positive and negative impacts, including what barriers these individuals or groups may face.
	Comments
Age	Although this protected characteristic group is included in the current LECG membership, it was not covered by the previous engagement and representation contract which ended in March 2014 and therefore there is likely to be a positive impact in terms of additional support for constructive engagement in LCC service and change planning
Disability	Although this protected characteristic group is included in the current LECG membership, it was not covered by the previous engagement and representation contract which ended in March 2014 and therefore there is likely to be a positive impact in terms of additional support for constructive engagement in LCC service and change planning
Gender Reassignment	There is potentially a negative impact on this protected characteristic group in that the LECG covers a wide range of Communities of Interest and therefore support for individual characteristics, including gender re-assignment, will be reduced. However no service has been in place since April 2014 and therefore the introduction of the new service and independent support for the LECG will have a positive impact in relation to the current position
Marriage and Civil Partnership	No Impact
Pregnancy and Maternity	No Impact
Race	There is potentially a negative impact on this protected characteristic group in that the LECG covers a wide range of Communities of Interest and therefore support for individual characteristics will be reduced. However no service has been in place since April 2014 and therefore the introduction of the new service and independent support for the LECG will have a positive impact in relation to the current position
Religion or Belief	There is potentially a negative impact on this protected characteristic group in that the LECG covers a wide range of Communities of Interest and therefore support for individual characteristics will be reduced. However no service has been in place since

		April 2014 and therefore the introduction of the new service and independent support for the LECG will have a positive impact in relation to the current position
	Sex	No Impact
	Sexual Orientation	There is potentially a negative impact on this protected characteristic group in that the LECG covers a wide range of Communities of Interest and therefore support for individual characteristics will be reduced. However no service has been in place since April 2014 and therefore the introduction of the new service and independent support for the LECG will have a positive impact in relation to the current position
	Other groups e.g. rural isolation, deprivation, health inequality, carers, asylum seeker and refugee communities, looked after children, deprived or disadvantaged communities	One of the key concerns expressed through the consultation related to rural isolation. The membership of the LECG includes this issue and therefore the proposed contract is likely to have a positive impact, although the support available for individual groups will be less than the support available through the current rural representation contract.
	Community Cohesion	The new contract should increase awareness and understanding between the different target communities and therefore should have a positive impact
20.	Based on any evidence and findings, use the table below to specify if any particular Articles in the Human Rights Act are <u>likely</u> apply to your policy. Are the human rights of any individuals or community groups affected by this proposal? Is there an impact on human rights for any of the protected characteristics?	
		Comments
	Part 1: The Convention- Rights and Freedoms	
	Article 2: Right to life	
	Article 3: Right not to be tortured or treated in an inhuman or degrading way	
	Article 4: Right not to be subjected to slavery/ forced labour	Those participating in the LECG and other related engagement activity and events will be paid reasonable expenses to ensure that they are not used as a vehicle for exploitation
	Article 5: Right to liberty and security	
	Article 6: Right to a fair trial	

	Article 7: No punishment without law	
	Article 8: Right to respect for private and family life	<p>Meetings and events arranged in relation to the LECG will respect private and family life of participants as far as possible e.g. timing, expenses to cover caring costs etc.</p> <p>The commissioned organisation will practice effective data management and respect the privacy of personal data.</p>
	Article 9: Right to freedom of thought, conscience and religion	<p>Those scheduling LECG meetings and events and other associated engagement activity will ensure that any venues used are appropriate in terms of meeting cultural and religious needs (e.g. include prayer facilities) and that religiously appropriate catering is provided.</p> <p>The commissioned organisation must be aware of and respond quickly to any potential conflicts between the ideologies of those participating in LECG meetings and events, particularly those that impinge on individual's rights freedom of thought, conscience and religion.</p>
	Article 10: Right to freedom of expression	
	Article 11: Right to freedom of assembly and association	
	Article 12: Right to marry	
	Article 14: Right not to be discriminated against	
	Part 2: The First Protocol	
	Article 1: Protection of property/ peaceful enjoyment	
	Article 2: Right to education	
	Article 3: Right to free elections	
Section 3		
C: Mitigating and Assessing the Impact		
Taking into account the research, data, consultation and information you have reviewed and/or carried out as part of this EHRIA, it is now essential to assess the impact of the policy.		
21.	If you consider there to be actual or potential adverse impact or discrimination, please outline this below. State whether it is justifiable or legitimate and give reasons.	
Given that no engagement and representation service has been in place since April 2014 and		

that the previous provider has struggled to evidence the impact of the service as delivered, we believe it to be justifiable to proceed with the procurement process to secure a provide to deliver a new engagement and representation service, based around the existing Leicestershire Equalities Challenge Group to commence in January 2015. The commissioned organisation will provide support to a range of key identified communities of interest, including the protected characteristic groups.

N.B.

i) If you have identified adverse impact or discrimination that is illegal, you are required to take action to remedy this immediately.

ii) If you have identified adverse impact or discrimination that is justifiable or legitimate, you will need to consider what actions can be taken to mitigate its effect on those groups of people.

- 22.** Where there are potential barriers, negative impacts identified and/or barriers or impacts are unknown, please outline how you propose to minimise all negative impact or discrimination.
- a) include any relevant research and consultations findings which highlight the best way in which to minimise negative impact or discrimination
 - b) consider what barriers you can remove, whether reasonable adjustments may be necessary, and how any unmet needs that you have identified can be addressed
 - c) if you are not addressing any negative impacts (including human rights) or potential barriers identified for a particular group, please explain why

It is proposed to undertake additional work with the three communities of interest covered by the previous contract (race, faith and LGBT) in order to establish their specific capacity building needs through the new contract.

It is also proposed to invest an additional £10,000 in the first quarter of the contract to support a membership refresh and a range of capacity building events and activities. This brings the total contract value to £77,500 over 27 months i.e. to March 31st 2017.

Section 3

D: Making a decision

- 23.** Summarise your findings and give an overview as to whether the policy will meet Leicestershire County Council's responsibilities in relation to equality, diversity, community cohesion and human rights.

The new service should enhance the engagement and representation of a wide range of communities of interest/protected characteristic groups in service planning and consideration of service change proposals, including scrutiny of EHRIAs. The service should support delivery of the Council's responsibilities in relation to equality, diversity, community cohesion and human rights.

Section 3

E: Monitoring, evaluation & review of your policy

- 24.** Are there processes in place to review the findings of this EHRIA and make

	<p>appropriate changes? In particular, how will you monitor potential barriers and any positive/ negative impact?</p> <p>The contract will be monitored through quarterly contract management meetings and by obtaining feedback from LECG members following meetings and events. These mechanisms will enable us to identify and positive and negative impacts arising from the new service and to identify and seek ways to overcome any identified barriers.</p>
<p>25.</p>	<p>How will the recommendations of this assessment be built into wider planning and review processes? <i>e.g. policy reviews, annual plans and use of performance management systems</i></p> <p>The new service is initially planned for 27 months with the possibility of a 12 months extension should funding be available. The data collected through the quarterly contract management meetings and annual review will be analysed and used to refine the service for the following period.</p>

**Section 3:
F: Equality and human rights improvement plan**

Please list all the equality objectives, actions and targets that result from the Equality and Human Rights Impact Assessment (EHRIA) (continue on separate sheets as necessary). These now need to be included in the relevant service plan for mainstreaming and performance management purposes.

Equality Objective	Action	Target	Officer Responsible	By when
Understand specific impacts on Race, Faith and LGBT communities	Undertake further engagement with the three PC groups targeted through the previous contract to identify their capacity building needs	Consultation, in conjunction with the commissioned organisation between Jan and Feb 2015	Contract Manager and Lead from Commissioned Organisation	February 2015
Increase the funding available for the contract in order to support additional capacity building	Invest additional £10,000 into contract to support initial and on-going capacity building for all communities of interest/protected characteristic groups	Cabinet approval in September 2014	Nicole Rickard	October 2014
Understand the positive and negative equality impacts of the new service, particularly on specific protected characteristics	Quarterly contract management meetings to identify positive and negative impacts and barriers to effective contract delivery	Quarterly contract meetings and annual review	Contract Manager	Quarterly

Section 4: Sign off and scrutiny

Upon completion, the Lead Officer completing this assessment is required to sign the document in the section below.

It is required that this Equality and Human Rights Impact Assessment (EHRIA) is scrutinised by your [Departmental Equalities Group](#) and signed off by the Chair of the Group.

Once scrutiny and sign off has taken place, a depersonalised version of this EHRIA should be published on Leicestershire County Council's website. Please send a copy of this form to louisa.jordan@leics.gov.uk, Members Secretariat, in the Chief Executive's department for publishing.

Section 4

A: Sign Off and Scrutiny

Confirm, as appropriate, which elements of the EHRIA have been completed and are required for sign off and scrutiny.

Equality and Human Rights Assessment Screening

Equality and Human Rights Assessment Report

1st Authorised Signature (EHRIA Lead Officer):

Date:

2nd Authorised Signature (DEG Chair):

Date: