

**Council Savings Proposals for  
2020/21 – 2021/22  
Supplementary papers for  
Cabinet  
12<sup>th</sup> February 2020**

Post consultation - Savings Programme Report



Date of meeting : 12 February 2020  
Portfolio: Children's Services  
Report Author : Diane Higgins

<b>Proposal Title</b>	Proposal to close/relocate Milnrow Youth Centre
<b>Proposal No.</b>	CS-2020-21-003
<b>Proposal Type</b>	<b>Service Delivery</b>
<b>Directorate</b>	Children's Services
<b>Service Area</b>	Youth Service

**Recommendation**

- 1.1 Members are asked to consider that Milnrow Youth Centre remains open based on the responses from the public consultation.

**Reason for Recommendation**

- 2.1 The proposal was to close Milnrow Youth Centre. Due to the responses in the public consultation it is now recommended that this building remain open.

**Key Points for Consideration**

- 3.1 Overview of the proposal

The proposal was to close Milnrow Youth Centre. Due to the responses in the public consultation it is now recommended that this building remain open.

**Background**

- 4.1 Youth Service Provision is undertaken in a range of settings across the borough which include Youth Centres, Community Centres, Link4 Life Sports Centres, libraries and detached and outreach sessions.

The proposal was to consider the closure of Milnrow Youth Centre in Pennines. Due to the responses in the public consultation it is now recommended that this building remain open.

### **Costs and Budget Summary**

- 5.1 The withdrawal of the proposal means that the saving of £3,200 will not be achieved.
- 6.1 Risk Implications  
Not applicable
- 6.2 Asset Implications  
Not applicable
- 6.3 Voluntary Sector Impact  
Not applicable
- 6.4 Legal Implications  
There are no legal implications arising from this report.
- 6.5 Equalities Impact  
The detailed Equality Impact Assessment is provided at Appendix 1.

### **Consultation**

- 7.1 The key stakeholders for this proposal have been identified as:
- Young people and parents who use the service in Milnrow
  - The Youth Council, a council of young people who represent the views of young people from across the borough.
  - Youth Service Employees
  - Voluntary Sector users (currently The Princes Trust)
- 7.2 The young people who use Milnrow Youth Centre have been consulted on the proposal. They have visited the library which was offered as an alternative location but it was deemed unsuitable at this time due to access restrictions. Young people have provided feedback via a petition which was signed by 69 individuals, completion of hard copies of the saving consultation (6 young people) and 6 letters signed by 30 young people who

are users of the centre. All 105 responses to the consultation did not agree with the proposal to close the youth centre. Key feedback from these letters included:

- Worried that the alternative would be the park or on the streets where they don't feel safe
- The youth club is a place to go that has facilities such as a kitchen, plugs to charge your phone, space for doing activities and for just 'chilling'.

7.3 The Youth Council were consulted on the proposal at a meeting Tuesday 19th November and shared their views and opinions. The cabinet were in disagreement with the proposal, but they did provide some suggestions as to how to make the centre more viable if it remained open, including more advertisement in schools so that more people can access the space, fundraising and having it open more nights per week. Keeping the building open more evenings is not an option for the youth service as we do not have the resources the only way we could do this is if the building was rented out to other people.

7.4 The proposal went out to public consultation for the minimum of 45 days. The public provided feedback online through the Council website.

7.5 The online public consultation received 59 responses. Of the 59, 58 disagreed with the proposal and 1 neither agreed or disagreed. The results of which are available for viewing. Examples of the disagreements included:

- 12 felt there would be a rise in Youth Violence and ASB as a result of closure
- 11 discussed the streets not being a safe alternative for the young people
- 11 mentioned young people being significantly affected by the cuts and needing to have their own spaces in the community, rather than using venues that aren't fit for purpose.
- 6 felt it was a false economy
- 1 felt that the savings would be outweighed by the cost of policing increased anti-social behaviour. A further individual identified that closure or relocation would have a longer term cost to the council as a result.
- 1 young adult spoke of the positive impact of the Milnrow Youth centre in preventing them from criminality and how it prevented him from staying involved with a gang
- 2 respondents referred to the saving of £3,000 being such a low amount that there had to be a different solution to saving this.
- 1 respondent felt that Rochdale Council cuts to services have hit children, the elderly and the disabled the hardest.
- 1 commented that youth clubs provided early intervention responses for young people

Public  
Appendix 1

- 1 suggested that outreach shouldn't replace clubs, but be part of the provision
- 12 suggested it was simply a 'bad idea' to close youth centres
- 1 talked about the links between closing youth centres and rises in youth violence and youth unemployment

<b>Background Papers</b>	<b>Place of Inspection</b>
8. Here you should detail any background papers – <ul style="list-style-type: none"><li>• Copies of letters from young people</li><li>• Copy of petition</li><li>• Hard copies of consultation</li></ul>	

<b>For Further Information Contact:</b>	Diane Higgins <a href="mailto:Diane.higgins@rochdale.gov.uk">Diane.higgins@rochdale.gov.uk</a> 01706 922224
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## Appendix 1

### [Guidance](#)

Stage 1: Initial Screening
<b>Directorate:</b> Children's Services
<b>Service:</b> Youth Service
<b>Officer completing EIA:</b> Diane Higgins
<b>Other officers involved in completing EIA:</b> To date the proposal is confidential therefore no stakeholder groups have been involved. Future involvement will include staff, elected members and young people
<b>Date of Assessment:</b> 17 <sup>th</sup> September, 2019
<b>Name of policy to be assessed:</b> Closure of Milnrow Youth Centre
<b>Is this a new or revised policy?</b> New <input checked="" type="checkbox"/> Revised <input type="checkbox"/>
<b>What is the purpose of the policy?</b> To enable savings to be made
<b>Are there any other objectives?</b> Statutory guidance issued by the Secretary of State for Education under Section 507B of the Education and Inspections Act 2006, relates to local authorities duty to secure service and activities for young people aged 13 – 19, and those with learning difficulties to age 24, to improve their well-being.  The guidance states that is the local authorities' duty to secure, so far is reasonably practicable, equality of access for all young people to the positive, preventative and early help they need to improve their well-being. This includes youth work and other services and activities that: <ul style="list-style-type: none"><li>• Connect young people with their communities</li><li>• Offer young people opportunities in safe environments to take part in a wide range of sports, arts, music and other activities</li><li>• Support the personal and social development of young people through which they build the capabilities they need for learning, work and transition to adulthood</li><li>• Improve young people's physical and mental health and emotional well-being</li><li>• Help those young people at risk of dropping out of learning or not achieving their full potential to engage and attain in education or training</li><li>• Raise young people's aspirations, build their resilience, and inform their decisions – and thereby reducing teenage pregnancy, risky behaviours such as substance misuse, and involvement in crime</li></ul>

and anti-social behaviour.

The responsibilities of local authorities include; ;

- Involve young people

Local authorities must take steps to ascertain the views of young people and to take them into account in making decisions about service and activities for them, in line with Article 12 of the United Nations Convention on the Rights of the Child

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/756983/Statutory\\_Guidance\\_for\\_Local\\_Authorities\\_on\\_Services\\_and\\_Activities\\_to\\_Improve\\_Young\\_People\\_s\\_Well-being.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/756983/Statutory_Guidance_for_Local_Authorities_on_Services_and_Activities_to_Improve_Young_People_s_Well-being.pdf)

In responding to legislation the local authority must:

- Put young people at the heart of decision making
- Address the needs of young people at greatest risk of negative outcomes
- Map existing provision and identify gaps in provision and accessibility;
- Work with partners to realise the local ambition

**Who is likely to benefit from the policy (key stakeholders)?**

The policy will enable savings to be made, delivering the services through remote detached youth work in the Pennines.

**Is the policy relevant to equality?**

Yes  No

*(Answer yes if you think that the policy has equality considerations for example it has the potential to affect groups in different ways. If you have answered yes, proceed to question1. If you answered no, move to the sign off section as no further assessment is required)*

**What information do you have to inform this initial assessment?**

The Joint Strategic Needs Assessment identifies 5 priorities for action which inform the work areas delivered by the youth service. These include;

- Giving every child the best start in life
- Prevention and early intervention
- Tackling health inequalities
- Wellbeing
- Healthier Lifestyle

Rochdale borough's Joint Strategic Needs Assessment 2016 identifies the following;

- The JSNA identifies an increase in the projected population by 3.8% in the 0-15 age group by 2025
- Rochdale's 0-19 population accounts for 26.3% of the borough's 212,960 residents. A higher proportion of young people are from BME groups (2011 Census) and the latest schools census data suggests this is increasing. 54.1% of 0-19 year olds are living in areas that are amongst the most deprived in the borough.
- According to the 2015 indices of deprivation, 30.5% of borough residents live in LSOAs among the most 10% deprived in the borough.

Public  
Appendix 1

- The areas of Rochdale, with the highest populations of people aged 0-19, are kingswau., Kirkholt, Smallbridge and Firgrove and West Middleton.
- The areas with the lowest populations are in Norden, Bamford, South Middleton, East Middleton, Healey, Littleborough, Lakeside and Milnrow and Newhey.

*(List or attach existing data that will help in identifying the potential impact of this policy for example previous consultation; research or practical guidance or any evidence or information that you already have about how this proposal might affect equality in any of the areas covered by the protected groups)*

**What is the potential impact that the policy could have with regard to the protected characteristics?**

Disability

Young people with disabilities will be able to access alternative provision across the Borough. All of the services are open to young people with a disability and support will be made available for them to access the services they need in other facilities. Additionally at the request of the young people with disabilities forum, the youth service will find an alternative location for its Pennines based Short Breaks SEND session which currently takes place at Milnrow Youth Centre.

Gender

There are some sessions aimed at single gender work. This will continue with the revised services.

Age

We operate as an open access service for young aged 11 to 19, increasing to 25 for young people with additional needs and disabilities. The young people using the Milnrow Youth Centre will be made fully aware of all our other services and will be supported to access these. Youth Workers will work with young people to find alternative community facilities.

*(Identify whether the policy has the potential to impact in a positive or negative way or not at all. For negative impacts use the impact table to calculate a score based on the likelihood that an impact will occur and what the actual impact might be then determine whether it is a High priority (H), Medium priority (M) or Low priority (L))*

Public  
Appendix 1

	Positive Impact	Negative Impact	Impact Score (1-16)	Impact priority (H/M/L)	Neutral Impact
Age	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16	Closure negative impact	<input type="checkbox"/>
Disability	<input type="checkbox"/>	<input checked="" type="checkbox"/>	8	Medium	<input type="checkbox"/>
Gender Reassignment	<input type="checkbox"/>	<input type="checkbox"/>	1	Low	<input type="checkbox"/>
Marriage or civil partnership	<input type="checkbox"/>	<input type="checkbox"/>		Low	<input type="checkbox"/>
Pregnancy or maternity	<input type="checkbox"/>	<input type="checkbox"/>	1	Low	<input type="checkbox"/>
Race	<input type="checkbox"/>	<input type="checkbox"/>	1	Low	<input type="checkbox"/>
Religion or belief	<input type="checkbox"/>	<input type="checkbox"/>	1	Low	<input type="checkbox"/>
Sex	<input type="checkbox"/>	<input type="checkbox"/>	8	Medium	<input type="checkbox"/>
Sexual orientation	<input type="checkbox"/>	<input type="checkbox"/>	1	Low	<input type="checkbox"/>
Serving / ex serving members of the armed forces	<input type="checkbox"/>	<input type="checkbox"/>	No	None	<input type="checkbox"/>
Carers	<input type="checkbox"/>	<input type="checkbox"/>	1	Low	<input type="checkbox"/>

**3. Do any of your negative impact scores identify as high priority on the impact table?**

Yes  No

If you identify a negative impact as being **HIGH PRIORITY** you must complete a full EIA (stage 2 onwards)

**4. How will you minimise/remove any negative impact that identifies as medium or low?**

Where risks are low or medium, young people will be able to access the service through detached youth work

*(Identify the actions that you will take to minimise or remove these negative impacts by completing an action plan as at Appendix 1)*

**5. Is a full EIA required?**

Yes  No

This to be completed following consultation

**Lead Officer Signature:**

**Date:**

**Approver Signature**

**Date:**

## Stage 2: Full EIA

### 1. What data / evidence do you have to inform the EIA?

*(List all available data and evidence that shows groups having different needs, experiences or attitudes in relation to the policy. Use the information from the initial screening plus collect any additional data)*

Age	
Disability	
Gender Reassignment	
Marriage or civil partnership	
Pregnancy or maternity	
Race	
Religion or belief	
Sex	
Sexual orientation	
Serving / ex serving members of the armed forces	
Carers	

### 2. What are the key messages coming from this data?

*(outline any trends, patterns or key points that you have identified in the data collected)*

### 3. What gaps are there in the data?

*(outline any gaps in the data that are preventing you from having a full understanding of the needs of different groups and that will need to be addressed through further research or consultation)*

### 4. What consultation feedback do you have to inform this EIA?

At this stage, there has been no consultation.

*(Outline any stakeholder consultation or engagement that you have undertaken and state the feedback received from groups that highlights different needs, experiences or attitudes in relation to the policy)*

Public  
Appendix 1

Age	
Disability	
Gender Reassignment	
Marriage or civil partnership	
Pregnancy or maternity	
Race	
Religion or belief	
Sex	
Sexual orientation	
Serving / ex serving members of the armed forces	
Carers	
<p><b>5. What is the overall impact that the policy is likely to have on different groups?</b></p> <p><i>(Outline the overall impact that the policy will have on different groups from the data and feedback collected. Show how you reached your conclusions; decide on the priorities and identify actions. Complete an action plan outlining the actions that you will take to minimise any impacts. Include any positive impacts in your assessment because these might be important to the decision making process.)</i></p>	
Age	
Disability	
Gender Reassignment	
Marriage or civil partnership	
Pregnancy or maternity	
Race	
Religion or belief	
Sex	
Sexual orientation	
Serving / ex serving members of the armed forces	
Carers	
<p><b>6. What are the conclusions from undertaking the full EIA?</b></p> <p>(Summarise the key points)</p>	
<p><b>7. Does the policy meet our equality obligations?</b></p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>	

*(Select yes if you are satisfied that all of the available evidence has been accurately assessed for its impact in relation to the protected characteristics and that mitigations have been identified and actioned accordingly)*

<b>Lead Officer Signature:</b>	<b>D Higgins</b>	<b>Date:</b> <b>07/01/2020</b>
<b>Approver Signature</b>		<b>Date:</b>

**Post consultation - Savings Programme Report**



Date of meeting :	12 February 2020
Portfolio:	Health and Wellbeing
Report Author:	Nicola Rogers

<b>Proposal Title</b>	Cease delivery of non-statutory wider tobacco control work
<b>Proposal No.</b>	NH 2020-21-002
<b>Proposal Type</b>	<b>Service Delivery with Workforce Implications</b>
<b>Directorate</b>	Neighbourhoods
<b>Service Area</b>	Public Protection

**Recommendation**

- 1.1 Members are asked to consider the proposal to cease delivery of non-statutory wider tobacco control work for consultation as part of the Savings Programme 2020/21 – 2021/22.

**Reason for Recommendation**

- 2.1 To support the Council’s requirement to deliver a balanced budget for 2020/21.

The vast majority of services delivered across all Public Protection teams are statutory functions, some of which have mandatory levels of service provision. It is not thought appropriate to reduce statutory service provision whilst continuing to deliver non-statutory functions.

**Key Points for Consideration**

- 3.1 **Overview of the proposal**

The health improvement team coordinates and delivers a number of activities which contribute to reducing the take up smoking by children and young people whilst promoting and normalising smoke free environments.

Activities include the Decipher Assist peer support programme delivered in schools and promoting and normalising smoke free environments such as smoke free homes and cars, smoke free parks and smoke free sports stadiums.

The Public Protection Service dedicates 0.8 FTE grade 7, mainstream salary funded post, to the delivery these non-statutory tobacco reduction activities.

It is proposed that the Public Protection delete the 0.8 FTE post from the structure and cease delivery of the non-statutory tobacco reduction activities.

The Health Protection Specialist Lead Officer postholder (grade 8) role undertakes combination of non-statutory tobacco reduction work and statutory environmental health functions including infectious disease control, filthy and verminous premises enforcement and coordinating public health funerals.

It is proposed to remodel the duties of this post to cease the co-ordination and delivery of the non-statutory tobacco reduction activities and make the statutory functions the full-time remit of this post.

The post holder is currently undertaking a 0.6 FTE secondment with the GM Health and Social Care Partnership as Project Manager for Making Smoking History. The secondment period for the grade 8 postholder was originally from 3 December 2018 to 31 March 2020 but has since been extended for a further 12 months to 31 March 2021.

In order to facilitate the secondment, the Service has made temporary backfill arrangements for the statutory functions of the post, whilst the postholder is on secondment. The Service can continue to support the secondment and retain some backfill arrangements whilst the post holder is absent. Whilst present the postholder will deliver statutory functions not tobacco reduction activities.

The Public Health and Wellbeing Directorate provides additional funding to the Public Protection Service to support these proactive tobacco reduction activities. PH& W currently provide £33k per annum which funds a combination of the non-statutory tobacco reduction work but also supports statutory enforcement of age restricted products (primarily alcohol and tobacco) and the Responsible Retailer Scheme.

It is suggested that PH&W can reduce the contribution to support only the statutory tobacco enforcement work undertaken by other teams in the

4.1

<p>Service and continue with a £5k contribution per annum thus saving the authority an additional £28K.</p> <p>It is suggested that Public Health may wish to consider using the £28k savings to fund the strategic input into tobacco reduction strategy / work.</p>
<p><b><u>Overall Impact of the proposed change</u></b></p> <p>Tobacco control work targeted at children and young persons ceases.</p> <p>Tobacco control work targeted at adults continues to delivered via Big Life; commissioned by Public Health and Wellbeing Directorate.</p> <p>Public Health determine how they wish any strategic role to be delivered.</p> <p>Public Protection statutory functions continue to be delivered.</p>
<p><b><u>Impact on affected service</u></b></p> <p>One post would be deleted - a 0.8 FTE grade 7 post and the grade 8 job description would be remodelled to remove the non-statutory tobacco reduction duties.</p>
<p><b><u>Savings total</u></b></p> <p>Salary budget reduced by £29,000 from 2020-21 mid-year.</p>

## Background

4.2

### **Alternatives Considered**

The following alternatives considered as part of this proposal are set out below:

The Public Health and Wellbeing Directorate could fully fund the tobacco reduction work and as well as providing funding for resources, they could also fund the officer time to deliver this work.

This would result in no net saving for the Council and is therefore not thought to be viable.

The proposal will directly remove activities targeted at children and young people.

There are considered to be no legal implications as the activities affected by the proposal are non-statutory services. It is therefore at the Council's discretion as to whether the services are ceased or maintained.

Members could decide not to take the proposal forward and identify alternative savings proposals

<b>Costs and Budget Summary</b>
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- 5.1** The saving proposal is 100% of the total budget for the area of service affected. Table 1 provides details of the proposal to cease delivery of non-statutory wider tobacco control work:-

**Table 1**

	Savings 2020/21 £k		Savings 2021/22 £k		Total savings £k	
	On- going	One off	On- going	One off	On- going	One off
<b>Employees</b>	<b>29</b>				<b>29</b>	
Other Costs						
Income lost ( <i>show as a minus</i> )						
<b>Net savings</b>	<b>29</b>				<b>29</b>	
Additional income generated ( <i>show as a positive figure</i> )						
<b>Total savings</b>	<b>29</b>				<b>29</b>	
Implementation costs						
Cost of Capital (required for the						

Public  
Appendix 1

saving to happen)						
<b>Total savings less implementation costs and cost of capital</b>	<b>29</b>				<b>29</b>	

<b>Risk and Policy Implications</b>
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6.1 Risk Implications

The following risks arise from the issues raised in this report as set out below:

6.2 Public Health Implications – Whilst it is not possible to quantify the impact the non-statutory service delivered by the Public Protection Service has had on the overall reduction in smoking prevalence within the Borough, there is a risk that smoking prevalence may fail to reduce at the same rate or may start to increase.

6.3 Legal Implications

There are legal implications due to the workforce implications.

6.4 Personnel Implications

The proposals outlined within this report may have personnel implications depending on the outcome of service consultation and Member decision making. The personnel implications are provided at Appendix 1.

6.5 Equalities Impact

The proposal may have minor impacts for young people and children. These can be mitigated by targeting the existing tobacco reduction activities delivered by Big Life towards children and young people

6.6 A detailed Equality Impact Assessment was completed when the proposal went out to public consultation in late 2019 are provided in Appendix 4.

<b>Consultation</b>
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7.1 The results of public consultation are provided in Appendix 3

The following colleagues will be consulted on the proposals:  
Colleagues in the Public Protection Service  
Colleagues in the Public Health and Wellbeing Directorate

7.2 The Council must ensure that it remains open minded throughout the consultation period to all alternative proposals and expressions of interest.

<b>Background Papers</b>	<b>Place of Inspection</b>
8. Service delivery and workforce report.	Consultation Hub

<b>For Further Information Contact:</b>	Nicola Rogers <a href="mailto:nicola.rogers@richdale.gov.uk">nicola.rogers@richdale.gov.uk</a> 01706 924124
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Appendix 1

**Workforce Implications (Please provide current and proposed structures and any JD's)**

**Proposal Title:** Cease delivery of non-statutory wider tobacco control work

**Proposed Changes to Establishment**

- a) Listed below proposed posts to be disestablished, including names of post holder(s).

**Note:** This information is provided for the HR Service and the names will be removed prior to distribution at the start of consultation.

Job Title	FTE	Grade	Name of Post holder (s)
Environmental Health Senior Officer (Health Improvement)	0.8	7	Occupied Post

Total number of FTE proposed to be deleted:	0.8 FTE
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Total number of staff to be placed at risk:	1
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- b) Listed below proposed posts to be established:

Job Title	FTE	Proposed Grade (subject to JE outcome)	Proposed method for recruitment:
None			

Total number of FTE posts proposed to be established:	0
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c) **Listed below any other proposed changes to establishment requiring consultation (not listed above):**

<b>Post</b>	<b>Grade</b>	<b>Proposed Change to Establishment</b>	<b>Staffing Implications</b>
Environmental Health Specialist Lead (Health Protection)	Grade 8	Remodel duties to remove non statutory tobacco reduction duties	Postholder will be assimilated into the new role.

Appendix 2

**Consultation Action Plan**

<b>Group affected</b>	<b>Method of consultation</b>	<b>Date (s) consultation activity to be delivered</b>	<b>Resource required</b>	<b>Venue</b>	<b>Targeted survey questions</b>
Affected staff	One to ones	January 20	Manager and Staff	N1R	N/A
Public Protection Staff	Team Meetings Whole Service Meetings SCGS	Jan – Feb 20	Manager and Staff	N1R	N/A

### Appendix 3

#### **Public Consultation Responses;**

A total of 23 responses were received in relation to this savings proposal.

- 13 agreed or strongly agreed with the proposal
- 1 neither agreed nor disagreed and
- 10 disagreed or strongly disagreed

Analysis of the IP addresses from respondents showed that multiple responses were received from the same IP addresses.

3 duplicate IP addresses were received disagreeing with the proposal and 2 duplicate IP addresses were received agreeing with the proposal.

Whilst duplicate responses could be discounted as attempting to skew the responses, it may also be that different persons from the same household have responded. Therefore all responses have been duly considered.

A brief summary of the responses is as follows;

#### Agree / Strongly Agree;

- Not a statutory service
- Council should concentrate on statutory services
- Money should be targeted at statutory services
- Not work the Council should be involved with
- Money should be spent in other ways
- Statutory tobacco work will continue, something has to give
- Poor service for a lot of money
- Duplication of work
- Government tax should be the deterrent
- Individuals should take control of their lives

#### Neither agree nor disagree;

- No information provided on the effectiveness of the service therefore unable to judge if worthwhile

Disagree / strongly disagree;

- Should target action towards children and the future
- False economy shifting the burden to already overstretched health and social care system
- Tobacco control work is wider than described in the proposal
- Prevention and early intervention are value for money
- Smoking is the single largest preventable cause of health inequalities
- Government ambition for smokefree England by 2030, the work is no less important than other work areas
- Evidence based outcomes of reducing smoking prevalence

**Comments from Unions;**

Comment and clarification was requested regarding the job descriptions of the posts involved in the delivery of tobacco reduction work. It was accepted that the job description of one of the posts was much wider and as such if the proposal was to go ahead, this post would need to be remodelled rather than deleted.

**Consultation Conclusion;**

On the balance of the number of responses and a consistent theme of resource should be targeted for delivering statutory services, it is proposed to continue with the proposal and cease the non-statutory tobacco work delivered by the Public Protection Service.

Appendix 4

[Guidance](#)

<b>Stage 1: Initial Screening</b>
<b>Directorate: Neighbourhoods</b>
<b>Service: Public Protection</b>
<b>Officer completing EIA: Nicola Rogers</b>
<b>Other officers involved in completing EIA: Nicola Rogers</b>
<b>Date of Assessment:</b> 13/9/19
<b>Name of policy to be assessed:</b> Cease delivery of non-statutory wider tobacco control work
<b>Is this a new or revised policy? New savings proposal</b> New <input type="checkbox"/> Revised <input type="checkbox"/>
<b>What is the purpose of the policy?</b> Savings proposal
<b>Are there any other objectives?</b> No
<b>Who is likely to benefit from the policy (key stakeholders)?</b> Support the Council's requirement to deliver a balanced budget for 2020/21
<b>Is the policy relevant to equality?</b> Yes <input type="checkbox"/> X No <input type="checkbox"/>

The work area is targeting activity at school children in some schools within the Borough and so will have an impact on children and possibly young people.

**What information do you have to inform this initial assessment?**

Decipher assist evaluation forms  
Annual Decipher assist performance report

**What is the potential impact that the policy could have with regard to the protected characteristics?**

As the programme is a schools based peer mentoring programme aimed at school children in some schools throughout the Borough it is possible that cessation will negatively impact on some children and young persons.

The impact is therefore score at 3 - possible

The programme is delivered at only 3 – 4 high schools each year and the programme trains approximately 20 peer mentors per school.

The impact score is therefore scored at 2 – minor due to the numbers of children involved.

The impact priority is therefore scored as low.

Public  
Appendix 1

	Positive Impact	Negative Impact	Impact Score (1-16)	Impact priority (H/M/L)	Neutral Impact
Age	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6 Likelihood 3 - possible Impact 2 – minor	Low	<input type="checkbox"/>
Disability	<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>
Gender Reassignment	<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>
Marriage or civil partnership	<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>
Pregnancy or maternity	<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>
Race	<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>
Religion or belief	<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>
Sex	<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>
Sexual orientation	<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>
Serving / ex serving members of the armed forces	<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>
Carers	<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>
<p><b>3. Do any of your negative impact scores identify as high priority on the impact table?</b></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If you identify a negative impact as being <b>HIGH PRIORITY</b> you must complete a full EIA (stage 2 onwards)</p>					
<p><b>4. How will you minimise/remove any negative impact that identifies as medium or low?</b></p> <p><i>(Identify the actions that you will take to minimise or remove these negative impacts by completing an action plan as at Appendix 1)</i></p> <p>Public Health and Wellbeing Directorate commission tobacco reduction activities from the provider Big Life. The commissioned services could be amended to target tobacco reduction activities towards children to mitigate the impact of the savings proposal.</p>					
<p><b>5. Is a full EIA required?</b></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>					
<b>Lead Officer Signature:</b>		Nicola Rogers		<b>Date:</b> 13/9/19	
<b>Approver Signature</b>				<b>Date:</b>	

Public  
Appendix 1

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## Stage 2: Full EIA

### 1. What data / evidence do you have to inform the EIA?

*(List all available data and evidence that shows groups having different needs, experiences or attitudes in relation to the policy. Use the information from the initial screening plus collect any additional data)*

Age	
Disability	
Gender Reassignment	

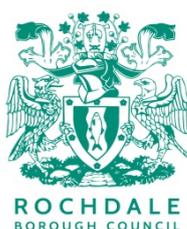
Public  
Appendix 1

Marriage or civil partnership	
Pregnancy or maternity	
Race	
Religion or belief	
Sex	
Sexual orientation	
Serving / ex serving members of the armed forces	
Carers	
<p><b>2. What are the key messages coming from this data?</b></p> <p><i>(outline any trends, patterns or key points that you have identified in the data collected)</i></p>	
<p><b>3. What gaps are there in the data?</b></p> <p><i>(outline any gaps in the data that are preventing you from having a full understanding of the needs of different groups and that will need to be addressed through further research or consultation)</i></p>	
<p><b>4. What consultation feedback do you have to inform this EIA?</b></p> <p><i>(Outline any stakeholder consultation or engagement that you have undertaken and state the feedback received from groups that highlights different needs, experiences or attitudes in relation to the policy)</i></p>	
Age	
Disability	
Gender Reassignment	
Marriage or civil partnership	
Pregnancy or maternity	
Race	
Religion or belief	
Sex	
Sexual orientation	
Serving / ex serving members of the armed forces	
Carers	
<p><b>5. What is the overall impact that the policy is likely to have on different groups?</b></p> <p><i>(Outline the overall impact that the policy will have on different groups from the data and feedback collected. Show how you reached your conclusions; decide on the priorities and identify actions. Complete an action plan outlining the actions that you will take to minimise any impacts. Include any positive impacts in your assessment because these might be important to the decision making process.)</i></p>	
Age	

Public  
Appendix 1

Disability	
Gender Reassignment	
Marriage or civil partnership	
Pregnancy or maternity	
Race	
Religion or belief	
Sex	
Sexual orientation	
Serving / ex serving members of the armed forces	
Carers	
<b>6. What are the conclusions from undertaking the full EIA?</b>	
(Summarise the key points)	
<b>7. Does the policy meet our equality obligations?</b>	
Yes <input type="checkbox"/> No <input type="checkbox"/>	
<i>(Select yes if you are satisfied that all of the available evidence has been accurately assessed for its impact in relation to the protected characteristics and that mitigations have been identified and actioned accordingly)</i>	
<b>Lead Officer Signature:</b>	<b>Date:</b>
<b>Approver Signature</b>	<b>Date:</b>

Post consultation - Savings Programme Report



Date of meeting :	12 February 2020
Portfolio Report Author	Environment Martin Taylor

<b>Proposal Title</b>	Bowling Pavilion utility charges to users (smart meters)
<b>Proposal No.</b>	NH-2020-21-013
<b>Proposal Type</b>	<b>Service Delivery</b>
<b>Directorate</b>	Neighbourhoods
<b>Service Area</b>	Environmental Management

### Recommendation

- 1.1 Members are asked to consider the proposal to install smart meters and transfer the gas / electric utility charges in bowling pavilions to service users for consultation as part of the Savings Programme 2020/21 – 2021/22.

### Reason for Recommendation

- 2.1 To support the Council's requirement to deliver a balanced budget for 2020/21 – 2021/22.

The council provides 24 bowling greens in 20 locations throughout the Borough. There is a significant utilities cost incurred to the Council relating to the heating and lighting of the pavilion buildings, including in the winter when the bowling green is not in use but the clubs use the building for private social functions.

The council receives no income from any of the greens. Many sites are fenced and gated such that there is no general public access. Of the required 14 public access sessions per week the most any site offers is 9. Some sites offer no general public access.

<b>Key Points for Consideration</b>
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<b>Overview of the proposal</b>
That the users of the pavilion facilities should contribute by payment of utility costs through the installation of smart electricity and gas meters.
Rochdale Council will continue to pay Water utility bills, surface water charges, Rates, building fire insurance etc.
Rochdale Council will continue to be responsible building maintenance
Rochdale Council will continue to be responsible for greens maintenance
Rochdale Council will continue to not charge clubs for use of the greens
<b>Overall Impact of the proposed change</b>
This would encourage the clubs to more carefully consider and control use of gas and electric utilities for each building to reduce their bills. This would reduce carbon footprint of the building. It would also encourage clubs to maximise members because the more members the club has the lower the cost per club member.
<b>Impact on affected service</b>
N/a
<b>Savings total</b>
£13,000

<b>Background</b>
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There are 24 bowling greens across the borough 9 are located within formal parks, 7 are within smaller recreation areas and 8 are stand-alone facilities. Most have at least one pavilion or building for use by the bowlers.

The majority of these pavilions are used by club members outside of the playing season and in the evenings for activities that don't relate to bowling. The Council pays for all the utility costs as well as cost of maintaining the building and the green. The bowls clubs do not make any financial contribution.

These proposals are purely around gas and electricity utility bills. Rochdale Borough Council will continue to pay water bills, surface water drainage bills, Rates and be responsible for greens maintenance and maintenance of the buildings and not seek fees from clubs for use of the facilities.

## Alternatives Considered

4. The following alternatives were considered as part of this proposal are set out below:  
2

Council continues to pay bowls club utility bills. Council has to make savings from other sources.

Council also charges the bowls club other costs such as water, minor repairs to the building etc to bowls club. Additional savings to the Council but higher risk club will not be able to afford the costs and bowls club ceases to operate. Impact on members of the bowls club minimised by fact they could continue to bowl on the green as a member of the public, but they would not be able to use the building.

Bowls clubs go completely self-managed and are responsible for the upkeep of the green and building. Risk is even greater that club will not be able to cope with that demand and will fold.

Legal implications: None. It is not a statutory duty to pay utility costs of bowls clubs using public buildings

Financial implications: Cost saving to the Council.

Bowls clubs will need to raise sufficient funds to pay gas / electricity utility bills from their subs. Installation of smart meters will ensure they do not build up debts they cannot meet. It is not possible to state the cost that clubs will face because it is in their power to manage how much they use the gas / electricity via SMART meters to meet their capacity to pay. It may be that they need to reduce social activities (bingo etc) in the winter if they do not wish to generate enough income from membership fees etc to cover those costs.

Members could decide not to take the proposal forward and identify alternative savings proposals

**Costs and Budget Summary**

5.1 The saving proposal is % of the total budget for the area of service affected. Table 1 provides details of the expected savings  
Table 1

	Savings 2020/21 £k		Savings 2021/22 £k		Total savings £k	
	Ongoing	One off	Ongoing	One off	Ongoing	One off
Employees						
Other Costs	£13k				£13k	
Income lost (show as a minus)						
Net savings	£13k				£13k	
Additional income generated (show as a positive figure)						
Total savings	£13k				£13k	
Implementation costs	0				0	
Cost of Capital (required for the saving to happen)						
<b>Total savings less implementation costs and cost of capital</b>	<b>£13k</b>				<b>£13k</b>	

**Risk and Policy Implications**

6.1 Risk Implications

The following risks arise from issues raised in this report are set out as below:

6.2 Bowls clubs may not be able to afford the cost of gas and electric. They may have to increase subs that members pay and this may affect the number of members they have, which would in turn put increased financial pressure on those left.

This may encourage bowls clubs to be more active in promoting the club, more welcoming to new members and more inclusive to people of different

ages, ethnicities and abilities. EM Services will work with any club wishing to promote itself. The more members a club has the lower the subs need to be to cover the costs of gas and electric.

The clubs can minimise the utility bills by minimising social events that take place in cold weather.

#### Asset Implications

### 6.3

The following Asset Implications arise from the issues raised in this report as set out below:

There is a risk that building assets will not be used at all in winter and then will need draining down to prevent risk of bursts. This is considered unlikely.

If clubs cease to exist then buildings will cease to be used and may deteriorate over time. Alternative uses will need to be sought for the buildings. This is considered extremely unlikely.

#### Voluntary Sector Impact

### 6.4

The following Voluntary Sector impacts arise from the issues raised in this report as set out below:

Bowling Clubs may not be able to afford the utility bills and therefore cease to operate. This is mitigated through the adoption of smart meters to prevent large bills and it is the decision of bowls clubs to reduce winter activities that cost so much in terms of heating bills to a level they can afford. The risk should therefore be minimal.

#### Legal Implications

### 6.5

If this proposal is agreed, before it can be implemented consideration will need to be given to the terms of occupation in order to establish who is responsible for the payment of utility charges. For instance, if a bowling club occupies Council property on a formal legal agreement, the club as tenant will be legally bound by the provisions contained in such agreement. Likewise, the Council as landlord would be bound by its obligations contained in the legal agreement. The agreement will specify which party is responsible for the payment of utility charges. In the event that the club, as tenant, is responsible for the payment of utility charges then the proposal is fine provided the installation of any meters and associated equipment is at the Council's cost.

However, if the agreement provides for the Council to pay the utility costs then the Council will be bound by such liability and cannot alter this requirement without the club's agreement. The Council's Estates and Asset

Management team would need to try to renegotiate this obligation, however the tenant would be under no legal obligation to agree.

If this proposal is approved additional discussions will also have to take place with Legal / Estates to confirm that there are no site specific conditions such as covenants, and leases which might preclude individual sites from this proposal.

## 6.6 Equalities Impact statement

The following equality/community issues arise from the issues raised in this report as set out below:

The pre-dominate age range using bowling greens are elderly people. They will have to pay for utility costs that they have not previously had to pay. The cost can be mitigated by the club by reducing events that will incur high energy costs e.g. during cold weather and by increasing membership levels to spread the cost across a wider number of people. The Council is also mitigating risk through use of SMART meters to ensure bills do not mount up.

## Consultation

- 7.1 All bowls clubs have been consulted about the proposal. They were given the opportunity to state if there are any specific circumstances about that club which mean the proposal is not valid or needs to be further mitigated e.g. if they have a very small membership, in which case we would support the club on a new membership drive
- 7.2 Consultation Feedback:
- 11 Clubs have fed back
  - 4 clubs said in principle they could make a contribution
  - 6 clubs said they do not use the building in winter or are shared usage and therefore should not pay the full amount but should have a reduced contribution
  - 1 response was non-committal
  - Other comments of note included:
    - They have heating in winter on frost protection to prevent bursts
    - Want to know how much it would be for their club so they can start to prepare financially and how the charge would be made
- 7.3 Following this feedback it is recommended that no changes are made to the recommendation and that if agree for implementation by members, the service work closely with each club committee to address any individual practical measures that need to be put in place to ensure a simple, fair and

Public  
Appendix 1

open process is put in place to charge clubs precisely for only units apportioned to their usage out of season.

<b>Background Papers</b>	<b>Place of Inspection</b>
None	
<b>For Further Information Contact:</b>	Ian Trickett, tel 01706 922 073 e-mail <a href="mailto:ian.trickett@rochdale.gov.uk">ian.trickett@rochdale.gov.uk</a>

## Appendix 1

### [Guidance](#)

Stage 1: Initial Screening
<b>Directorate: Neighbourhoods</b>
<b>Service: Environmental Management</b>
<b>Officer completing EIA: Ian Trickett</b>
<b>Other officers involved in completing EIA: None</b>
<b>Date of Assessment: 1/10/19</b>
<b>Name of policy to be assessed: Bowling Pavilion utility charges to users (smart meters)</b>
<b>Is this a new or revised policy?</b> New <input checked="" type="checkbox"/> Revised <input type="checkbox"/>
<b>What is the purpose of the policy? Savings Proposal</b>
<b>Are there any other objectives? No</b>
<b>Who is likely to benefit from the policy (key stakeholders)? Council</b>
<b>Is the policy relevant to equality?</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>What information do you have to inform this initial assessment?</b> <ul style="list-style-type: none"><li>Bowls Forum attendees are all retired / elderly and inform us vast majority of club members are retired / elderly</li></ul>
<b>What is the potential impact that the policy could have with regard to the protected characteristics?</b> <i>(Identify whether the policy has the potential to impact in a positive or negative way or not at all. For negative impacts use the impact table to calculate a score based on the likelihood that an impact will occur and what the actual impact might be then determine whether it is a High priority (H), Medium priority (M) or Low priority (L))</i>

Public  
Appendix 1

	Positive Impact	Negative Impact	Impact Score (1-16)	Impact priority (H/M/L)	Neutral Impact
Age	<input type="checkbox"/>	<input checked="" type="checkbox"/>	4	L	<input type="checkbox"/>
Disability	<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>
Gender Reassignment	<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>
Marriage or civil partnership	<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>
Pregnancy or maternity	<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>
Race	<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>
Religion or belief	<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>
Sex	<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>
Sexual orientation	<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>
Serving / ex serving members of the armed forces	<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>
Carers	<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>

**3. Do any of your negative impact scores identify as high priority on the impact table?**

Yes  No

If you identify a negative impact as being **HIGH PRIORITY** you must complete a full EIA (stage 2 onwards)

**4. How will you minimise/remove any negative impact that identifies as medium or low?**

The only negative impact is mild financial impact on users (age) they being required to meet electricity / gas utility costs from use of the bowls pavilion buildings.

Use of SMART meters will ensure clubs are fully aware of costs and payment made regularly by club means bills cannot mount up and club has information required to manage their utilities usage to a level they can afford

Clubs will be supported to increase membership levels to minimise the cost per club member

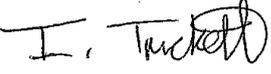
Clubs will have an opportunity to review membership fees to enable them to have sufficient club funds to cover utility bills

Not all utility bills are being charged- Council will retain water utility bills  
Council will continue to meet other costs – greens maintenance, building maintenance, rates etc

**5. Is a full EIA required?**

Yes  No

Public  
Appendix 1

<b>Lead Officer Signature:</b>		<b>Date: 1/10/19</b>
<b>Approver Signature</b>		<b>Date:</b>

## Stage 2: Full EIA

**1. What data / evidence do you have to inform the EIA?**  
*(List all available data and evidence that shows groups having different needs, experiences or attitudes in relation to the policy. Use the information from the initial screening plus collect any additional data)*

Age	The predominate age range using bowling greens are elderly people.
Disability	The report has no recognised adverse of differentiating impact on any group other than the elderly
Gender Reassignment	The report has no recognised adverse of differentiating impact on any group other than the elderly
Marriage or civil partnership	The report has no recognised adverse of differentiating impact on any group other than the elderly
Pregnancy or maternity	The report has no recognised adverse of differentiating impact on any group other than the elderly
Race	The report has no recognised adverse of differentiating impact on any group other than the elderly
Religion or belief	The report has no recognised adverse of differentiating impact on any group other than the elderly
Sex	The report has no recognised adverse of differentiating impact on any group other than the elderly
Sexual orientation	The report has no recognised adverse of differentiating impact on any group other than the elderly
Serving / ex serving members of the armed forces	The report has no recognised adverse of differentiating impact on any group other than the elderly
Carers	The report has no recognised adverse of differentiating impact on any group other than the elderly

**2. What are the key messages coming from this data?**  
*(outline any trends, patterns or key points that you have identified in the data collected) N/A*

**3. What gaps are there in the data?**  
*(outline any gaps in the data that are preventing you from having a full understanding of the needs of different groups and that will need to be addressed through further research or consultation) None a full review of provision has recently been carried out which supports the evidence of effected groups.*

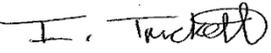
**4. What consultation feedback do you have to inform this EIA?**  
*(Outline any stakeholder consultation or engagement that you have undertaken and state the feedback received from groups that highlights different needs, experiences or attitudes in relation to the policy)*

Age	See above in relation to 3. And associated report that relates to borough wide bowling provision and facilities. Not a public document.
Disability	As above
Gender Reassignment	As above
Marriage or civil partnership	As above
Pregnancy or maternity	As above
Race	As above

Public  
Appendix 1

Religion or belief	As above
Sex	As above
Sexual orientation	As above
Serving / ex serving members of the armed forces	As above
Carers	As above
<p><b>5. What is the overall impact that the policy is likely to have on different groups?</b></p> <p><i>(Outline the overall impact that the policy will have on different groups from the data and feedback collected. Show how you reached your conclusions; decide on the priorities and identify actions. Complete an action plan outlining the actions that you will take to minimise any impacts. Include any positive impacts in your assessment because these might be important to the decision making process.)</i></p>	
Age	N/A see above
Disability	N/A see above
Gender Reassignment	N/A see above
Marriage or civil partnership	N/A see above
Pregnancy or maternity	N/A see above
Race	N/A see above
Religion or belief	N/A see above
Sex	N/A see above
Sexual orientation	N/A see above
Serving / ex serving members of the armed forces	N/A see above
Carers	N/A see above
<p><b>6. What are the conclusions from undertaking the full EIA?</b></p> <p>See 6.6 of related Cabinet report- as follows</p> <ul style="list-style-type: none"> <li>• Equalities Impact statement: The following equality/community issues arise from the issues raised in this report as set out below:</li> <li>• The predominate age range using bowling greens are elderly people. They will have to pay for utility costs that they have not previously had to pay. The cost can be mitigated by the club by reducing events that will incur high energy costs e.g. during cold weather and by increasing membership levels to spread the cost across a wider number of people. The Council is also mitigating risk through use of SMART meters to ensure bills do not mount up.</li> </ul>	
<p><b>7. Does the policy meet our equality obligations?</b></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p><i>(Select yes if you are satisfied that all of the available evidence has been accurately assessed for its impact in relation to the protected characteristics and that mitigations have been identified and actioned accordingly)</i></p>	
<b>Lead Officer Signature:</b>	<b>Date:</b>

Public  
Appendix 1

		<b>02.10.19</b>
<b>Approver Signature</b>		<b>Date:</b>