

Appendix 4 – Equalities Impact Assessments

Savings Proposal Reference	Service Area
USD01	Highways Commissioning
USD02	Highways & Traffic
USD03	Passenger Transport Operations
USD04	Property Services
USD05	Transformation and Business Services
USD06	Facilities Management
USD07	Castle Catering
USD08	Countryside, Outdoor Centres & Archives
USD09	Rural Estate
USD10	Waste & Environmental Services (Statutory)
USD11	Waste & Environmental Services (Traded)

[Universal Services]

Name of SP25 proposal:	SP25 Proposal Reference:
Highways Commissioning	EIA – USD01 Universal Services Date [07.1.2025]

EIA writer(s) and authoriser

No.		Name	Department	Position	Email address	Phone number	Date	Issue
1	Report Writer(s)	Patrick Poyntz-Wright	Universal Services	Capital and Governance Support Manager			19.11.2024	
2	EIA authoriser	Patrick Blogg	Universal Services	Director			07.1.2025	
3	EIA Coordinator	Patrick Poyntz-Wright	Universal Services	Capital and Governance Support Manager				

Section one – information about the service and service change

Service affected	Highways Commissioning
Please provide a short description of the service / policy/project/project phase	<p>The Highways Service delivers the County Council’s statutory functions as the Highway Authority for Hampshire. The Council has a defined duty under the Highways Act 1980 to take reasonable steps to maintain its 5,200-mile network of roads, footways and cycleways.</p> <p>Maintenance activity across our road, footway, and cycleway network is currently spread across three main activity areas. These are:</p> <ul style="list-style-type: none"> • routine/reactive maintenance: This involves day-to-day repairs, e.g. dealing with potholes, replacing road markings, repairs to signs, drainage cleansing, and also emergency response, e.g. emergency road repairs;

	<ul style="list-style-type: none"> • planned maintenance: This involves larger-scale structural repairs, surface treatments on roads, and drainage improvements (as opposed to repairs), the majority of which is undertaken through our annual Planned Maintenance programmes; • environmental maintenance such as grass cutting, weed control and arboriculture. <p>Maintenance activity across our bridge structures and intelligent transport systems (I.E. traffic signals and signalled controlled crossings), is currently spread across two main activity areas. These are:</p> <ul style="list-style-type: none"> • routine/reactive maintenance: This involves day-to-day repairs, e.g. dealing with graffiti, maintaining pumps, parapet repairs, replacing lamps, push button faults, other operational issues and also emergency response, e.g. emergency repairs. • structures and ITS planned maintenance: This involves larger-scale structural repairs and replacements (as opposed to repairs), the majority of which is undertaken through annual programmes.
<p>Please explain the new/changed service/policy/project</p>	<p>It is proposed to reduce the annual highway maintenance budget for planned maintenance activities by £4.323 million in 2025/26. Although the impact of these reductions should be seen in light of previous budget reductions to this service, with the additional funding announced from central government on 20 December 2024, the overall change for 2025/26 is a net increase in funding of £3.4m with the possibility of further local roads maintenance funding in the Spring 2025 Spending Review.</p> <p>It is also worth noting that since July 2023 the County Council has funded an additional £22.5 million specifically for reactive structural maintenance purposes as part of its Stronger Roads Today campaign. This funding runs to April 2025.</p> <p>This proposal will not affect funding for reactive maintenance, for example the filling of potholes.</p>

Engagement and consultation

Has any pre-consultation engagement been carried out?

An overarching [public consultation exercise](#) was conducted in the Summer of 2023 to seek input from the public on options to balance the County Council's budget. Since then, the County Council has made regular statements about its financial position and staff have been regularly updated and engaged on the need to make further savings.

The County Council has also worked closely in informal discussion with DfT to ensure the financial decisions the County Council will have to make are understood in the absence of further Government funding.

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

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

Secondary public consultation will be undertaken in 2025 and the results will be reported for a decision through the County Council's Decision Making process.

In circumstances where there is a potential impact on the workforce, HR policies and procedures will be followed in accordance with our statutory obligations. Additionally, any associated workforce impact may have already been mitigated or reduced through the use of the County Council's MARS scheme.

Section two: Assessment

Carefully and consciously consider the impacts of the proposed change.

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

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

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

Table 1 Impact Assessment [add ✓ to relevant boxes)

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

Table 2 Geographical impact

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

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

Section three: Equality Statement

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

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

Protected characteristic	Brief explanation of why this has been assessed as having neutral or low negative impact
Age and Disability	<p>The EIA has identified two protected characteristic groups, Age and Disability and both have been assessed as having a low negative impact.</p> <p>Low Negative for Public: Deteriorating highways, structures, footways, signage, and other infrastructure could disadvantage road users, including non-motorised users seeking to access the highways infrastructure on foot, cycle, or other means. Older and younger people, and people with disabilities falling into this category could experience a disproportionate increase in difficulty/inconvenience when travelling by these means.</p> <p>To mitigate these impacts structural repairs would be focused on safety interventions or situations when major, or widespread defects are identified, and a more comprehensive solution is justified. Hampshire's Highways will always be maintained to at least the legal minimum standard.</p>
Other	NEUTRAL: It is not anticipated that the impacts of this change would disproportionately affect other protected characteristics either for staff or the general public.

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

Table 4 Explanation and mitigation for medium and high impacts

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

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

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

Table 5 Consideration of and explanation for positive impacts

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

Further actions and recommendations to consider:

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

Box 1

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

Structural repairs, road surface treatment programmes, and drainage improvements would be focused on safety interventions, or situations when major, or widespread, defects are identified, and a more comprehensive solution is justified. This approach should benefit all residents. Wherever possible, revised operational working practices and the use of smart, innovative technology would be explored to minimise the impact of budget reductions.

Box 2

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

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[Universal Services]

Name of SP25 proposal:	SP25 Proposal Reference:
Highways and Traffic	EIA – USD02 Universal Services Date [07.1.2025]

EIA writer(s) and authoriser

No.		Name	Department	Position	Email address	Phone number	Date	Issue
1	Report Writer(s)	Patrick Poyntz-Wright	Universal Services	Capital and Governance Support Manager			19.11.2024	
2	EIA authoriser	Patrick Blogg	Universal Services	Director			07.1.2025	
3	EIA Coordinator	Patrick Poyntz-Wright	Universal Services	Capital and Governance Support Manager				

Section one – information about the service and service change

Service affected	Highways Traffic Services
Please provide a short description of the service / policy/project/project phase	Highways Traffic Services provide traffic management and regulation, including parking controls, and road user casualty reduction and prevention, including school crossing patrols, the maintenance and installation of traffic signals and street lighting, and supporting Hampshire residents to transition to electric vehicles through the provision of roadside electric vehicle charge points. The purpose of providing these services is to promote the safe and efficient use of the road network in Hampshire.
Please explain the new/changed service/policy/project	Various service reductions, operational efficiency and income measures, including reductions to non-statutory publicity activity and increased fees and charges. This will likely include reductions to non-statutory road safety promotional activity for schools and in general, with a shift to greater use of digital and social media; reflecting the existing

increased income from temporary traffic regulation orders; and staff post reductions estimated at 5 FTEs. For clarity, these measures will not include revisiting the proposed School Crossing Patrol savings from Phase 1 SP25.

Engagement and consultation

Has any pre-consultation engagement been carried out?

An overarching [public consultation exercise](#) was conducted in the Summer of 2023 to seek input from the public on options to balance the County Council's budget. Since then, the County Council has made regular statements about its financial position and staff have been regularly updated and engaged on the need to make further savings.

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

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

No further public consultation or engagement is planned for this proposal. However, in circumstances where there is a potential impact on the workforce, HR policies and procedures will be followed in accordance with our statutory obligations. Additionally, any associated workforce impact may have already been mitigated or reduced through the use of the County Council's MARS scheme.

Section two: Assessment

Carefully and consciously consider the impacts of the proposed change.

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

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

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

Table 1 Impact Assessment [add ✓ to relevant boxes)

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

		✓				Staff
Rurality		✓				Both

Table 2 Geographical impact

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

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

Test Valley	
Winchester	

Section three: Equality Statement

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

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

Protected characteristic	Brief explanation of why this has been assessed as having neutral or low negative impact
Age, Disability, Poverty	Low Negative for Public: A low negative impact has been identified for people with disabilities and older and younger people who may be more dependent on road safety information and in some cases less able to access online materials. In particular, there may be an impact on information shared with young people through schools which will disproportionately affect younger people. This is a low risk because most residents have access to the internet and smart phone ownership levels are extremely high. Those in poverty may also have more limited access to online media. This is also mitigated by the very high levels of smartphone ownership and by the availability of access to computers and the internet at libraries as well as free Wi-Fi being available in many places.
All other characteristics	Impacts on other characteristics have been assessed as neutral. In circumstances where there is a potential impact on the workforce, HR policies and procedures will be followed in accordance with our statutory obligations. Additionally, any associated workforce impact may have already been mitigated or reduced through the use of the County Council's MARS scheme. Where staff resources are reduced, the impact on remaining staff will be managed through operational efficiencies.

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

Table 4 Explanation and mitigation for medium and high impacts

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

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

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

Table 5 Consideration of and explanation for positive impacts

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

Further actions and recommendations to consider:

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

Box 1

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

In circumstances where there is a potential impact on the workforce, HR policies and procedures will be followed in accordance with our statutory obligations. Additionally, any associated workforce impact may have already been mitigated or reduced through the use of the County Council's MARS scheme. Where staff resources are reduced, the impact on remaining staff will be managed through operational efficiencies.

Box 2

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

[Universal Services]

Name of SP25 proposal:	SP25 Proposal Reference:
Passenger Transport Operations	EIA – USD03 Universal Services Date [07.1.2025]

EIA writer(s) and authoriser

No.		Name	Department	Position	Email address	Phone number	Date	Issue
1	Report Writer(s)	Patrick Poyntz-Wright	Universal Services	Capital and Governance Support Manager			19.11.2024	
2	EIA authoriser	Patrick Blogg	Universal Services	Director			07.1.2025	
3	EIA Coordinator	Patrick Poyntz-Wright	Universal Services	Capital and Governance Support Manager				

Section one – information about the service and service change

Service affected	Passenger Transport
Please provide a short description of the service / policy/project/project phase	Passenger Transport includes delivery of local bus and community transport services in Hampshire and procurement and support for transport provision in Children’s Services and Adults, Health and Care. The Passenger Transport Group manage the Hampshire Concessionary Travel scheme and the provision of real time passenger information at bus stops and transport terminals. The service also facilitates minibuss driver training through MiDAS and offers transport audits for schools to verify compliance with requirements for safe and legal delivery of transport.

Please explain the new/changed service/policy/project

Various operational efficiency and income measures, including changes to public transport information and increased fees and charges on developers and utilities, e.g. from temporary bus stop permits. These proposals are not expected to affect the geography or frequency of public and community transport services. The impact of this proposal will likely be mitigated by the £13.019m BSIP funding recently allocated to Hampshire.

Engagement and consultation

Has any pre-consultation engagement been carried out?

An overarching [public consultation exercise](#) was conducted in the Summer of 2023 to seek input from the public on options to balance the County Council's budget. Since then, the County Council has made regular statements about its financial position and staff have been regularly updated and engaged on the need to make further savings.

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

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

No further public consultation or engagement is planned for this proposal. However, in circumstances where there is a potential impact on the workforce, HR policies and procedures will be followed in accordance with our statutory obligations. Additionally, any associated workforce impact may have already been mitigated or reduced through the use of the County Council's MARS scheme.

Section two: Assessment

Carefully and consciously consider the impacts of the proposed change.

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

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

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

Table 1 Impact Assessment [add ✓ to relevant boxes)

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

Marriage & civil partnership		✓				Both
Poverty			✓			Public
		✓				Staff
Rurality		✓				Both

Table 2 Geographical impact

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

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

New Forest	
Rushmoor	
Test Valley	
Winchester	

Section three: Equality Statement

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

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

Protected characteristic	Brief explanation of why this has been assessed as having neutral or low negative impact
Age, Disability, and Poverty	<p>Low Negative for Public: The possible withdrawal of printed information in favour of digital and online services may disproportionately affect older people and people with disabilities who in some cases may be less IT literate or able to access the internet. This is a low risk because most residents have access to the internet and smart phone ownership levels are extremely high. Those in poverty may also have more limited access to online media. This is mitigated by the very high levels of smartphone ownership and by the availability of access to computers and the internet at libraries as well as free Wi-Fi being available in many places.</p> <p>Print on demand options are currently being investigated as a mitigation for those with specific needs.</p>
All other protected characteristics.	<p>Neutral for Public and Staff: The impacts of these proposals have been assessed as neutral for all other protected characteristics as there is no evidence to suggest the impacts will be disproportionately felt by any staff or any members of the public with characteristics not mentioned above. As specific savings proposals for staffing establishment become clearer, these will be assessed as necessary for their equalities impact.</p>

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

Table 4 Explanation and mitigation for medium and high impacts

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

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

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

Table 5 Consideration of and explanation for positive impacts

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

Further actions and recommendations to consider:

- If neutral or low negative impacts have been carefully considered and identified correctly, the activity is likely to proceed.
- If medium negative or high negative have been identified:
 - The policy, service review, scheme or practice may be paused or stopped
 - The policy, service review, scheme or practice can be changed to remove, reduce or mitigate against the negative impacts.
 - Consider undertaking consultation/re-consulting³.
 - If all options have been considered carefully and there are no other proportionate ways to remove, reduce, or mitigate - explain and justify reasons why in the assessment.

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

Box 1

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

Box 2

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

[Universal Services]

Name of SP25 proposal:	SP25 Proposal Reference:
Property Services	EIA – USD04 Universal Services Date [07.1.2025]

EIA writer(s) and authoriser

No.		Name	Department	Position	Email address	Phone number	Date	Issue
1	Report Writer(s)	Patrick Poyntz-Wright	Universal Services	Capital and Governance Support Manager			19.11.2024	
2	EIA authoriser	Patrick Blogg	Universal Services	Director			07.1.2025	
3	EIA Coordinator	Patrick Poyntz-Wright	Universal Services	Capital and Governance Support Manager				

Section one – information about the service and service change

Service affected	Property Services
Please provide a short description of the service / policy/project/project phase	<p>Property Services shape, design, deliver, maintain and run buildings and sites that provide key public services and places for the communities they serve.</p> <p>Property Services is a multi-disciplinary team working for Hampshire County Council and its partner organisations, together with other local authorities and public bodies across the south-east region. Property Services is responsible for the safe stewardship of approx. 10,000 buildings on approx. 1000 sites.</p> <p>The service provides a full range of services including consultancy, design, operational property services, project management and delivery, estates management, facilities management and procurement solutions to support the full asset lifecycle of Hampshire County Councils built estate.</p>

Please explain the new/changed service/policy/project	<p>Service reduction, operational efficiency and income measures, including further streamlining of feasibility activity and operational efficiencies associated with the service's Delivering Well programme.</p> <p>A reduction in capacity to support HCC feasibility studies will be mitigated by targeting projects with a high probability of progression and working more efficiently.</p>

Engagement and consultation

Has any pre-consultation engagement been carried out?

An overarching [public consultation exercise](#) was conducted in the Summer of 2023 to seek input from the public on options to balance the County Council's budget. Since then, the County Council has made regular statements about its financial position and staff have been regularly updated and engaged on the need to make further savings.

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

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

No further public consultation or engagement is planned for this proposal. However, in circumstances where there is a potential impact on the workforce, HR policies and procedures will be followed in accordance with our statutory obligations. Additionally, any associated workforce impact may have already been mitigated or reduced through the use of the County Council's MARS scheme.

Section two: Assessment

Carefully and consciously consider the impacts of the proposed change.

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

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

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

Table 1 Impact Assessment [add ✓ to relevant boxes)

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

Marriage & civil partnership		✓				Both
Poverty		✓				Both
Rurality		✓				Both

Table 2 Geographical impact

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

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

Rushmoor	
Test Valley	
Winchester	

Section three: Equality Statement

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

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

Protected characteristic	Brief explanation of why this has been assessed as having neutral or low negative impact
All	The proposed savings will be realised through revised processes and ways of working which will improve efficiency and rationalise workloads for existing staff. It is not anticipated that this will have an impact on protected characteristics.

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

Table 4 Explanation and mitigation for medium and high impacts

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

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

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

Table 5 Consideration of and explanation for positive impacts

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

Further actions and recommendations to consider:

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

Box 1

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

Box 2

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

[Universal Services]

Name of SP25 proposal:	SP25 Proposal Reference:
Transformation and Business Services	EIA – USD05 Universal Services Date [07.1.2025]

EIA writer(s) and authoriser

No.		Name	Department	Position	Email address	Phone number	Date	Issue
1	Report Writer(s)	Patrick Poyntz-Wright	Universal Services	Capital and Governance Support Manager			19.11.2024	
2	EIA authoriser	Patrick Blogg	Universal Services	Director			07.1.2025	
3	EIA Coordinator	Patrick Poyntz-Wright	Universal Services	Capital and Governance Support Manager				

Section one – information about the service and service change

Service affected	Transformation and Business Services
Please provide a short description of the service / policy/project/project phase	<p>The Transformation element of the Transformation & Business Services service within the Universal Services Directorate is currently structured in two parts: Enterprise and Improvement.</p> <p>Enterprise focuses on the commercial and income generating programmes and projects as well as workforce activities and projects.</p> <p>The Improvement side provides the programme and project improvement and change resource for all non-commercial pieces of work. In addition, the Improvement team undertake data information and analysis activities as well as leading on activities such as</p>

	<p>Health and Safety, Business continuity, and Risk for both the Universal Services and H2050 directorates.</p> <p>The US Business Services section provides a wide range of core business support, transaction, governance and capital programme support to H2050 and Universal Services directorates.</p>
<p>Please explain the new/changed service/policy/project</p>	<p>Various service reductions and operational efficiency measures. These will include seeking greater opportunities for automation and self-service, and greater focus on continuous improvement. When finalised, savings proposals will increase efficiency and reduce cost, with an anticipated reduction in staff of 16 FTE.</p>

Engagement and consultation

Has any pre-consultation engagement been carried out?

An overarching [public consultation exercise](#) was conducted in the Summer of 2023 to seek input from the public on options to balance the County Council's budget. Since then, the County Council has made regular statements about its financial position and staff have been regularly updated and engaged on the need to make further savings.

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

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

No further public consultation or engagement is planned for this proposal. However, in circumstances where there is a potential impact on the workforce, HR policies and procedures will be followed in accordance with our statutory obligations. Additionally, any associated workforce impact may have already been mitigated or reduced through the use of the County Council's MARS scheme.

Section two: Assessment

Carefully and consciously consider the impacts of the proposed change.

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

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

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

Table 1 Impact Assessment [add ✓ to relevant boxes)

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

Sexual orientation		✓				Both
Marriage & civil partnership		✓				Both
Poverty		✓				Both
Rurality		✓				Both

Table 2 Geographical impact

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

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

New Forest	
Rushmoor	
Test Valley	
Winchester	

Section three: Equality Statement

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

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

Protected characteristic	Brief explanation of why this has been assessed as having neutral or low negative impact
Age and Sex	<p>Low Negative (for Staff) While a neutral impact has been identified for these characteristics among residents and service users, there are significantly more women than men working in this service and a narrow majority of staff are over the age of 44. It is therefore more likely that among staff, women and people over 44 will be affected by the proposal. In circumstances where there is a potential impact on the workforce, HR policies and procedures will be followed in accordance with our statutory obligations. Additionally, any associated workforce impact may have already been mitigated or reduced through the use of the County Council's MARS scheme.</p> <p>No impact is expected for these characteristics for residents and the general public.</p>
All other protected characteristics.	All other protected characteristics have been assessed as having a neutral impact for both staff and residents. Proposals are expected to increase efficiency and reduce cost, without an impact on service users. Where staff resources are reduced, the impact on remaining staff will be managed through efficiencies and reductions in activity where possible.

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

Table 4 Explanation and mitigation for medium and high impacts

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

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

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

Table 5 Consideration of and explanation for positive impacts

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

Further actions and recommendations to consider:

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

Box 1

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

Where staff resources are reduced, the impact on remaining staff will be managed through operational efficiencies.

Box 2

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

[Universal Services]

Name of SP25 proposal:	SP25 Proposal Reference:
Facilities Management	EIA – USD06 Universal Services Date [07.1.2025]

EIA writer(s) and authoriser

No.		Name	Department	Position	Email address	Phone number	Date	Issue
1	Report Writer(s)	Patrick Poyntz-Wright	Universal Services	Capital and Governance Support Manager			19.11.2024	
2	EIA authoriser	Patrick Blogg	Universal Services	Director			07.1.2025	
3	EIA Coordinator	Patrick Poyntz-Wright	Universal Services	Capital and Governance Support Manager				

Section one – information about the service and service change

Service affected	Facilities Management
Please provide a short description of the service / policy/project/project phase	<p>The Facilities Management Service operates throughout Hampshire at sites and buildings owned by the County Council.</p> <p>Facilities Management provide an integrated service including in the following functional areas:</p> <ul style="list-style-type: none"> - Security and Duty Management - Minor Maintenance - Help Desk - Reception and Visitor Management - Car Park Management; - Compliance and Health and Safety checks;

	<ul style="list-style-type: none"> - Cleaning Services; - Event Management; and - Postal Services.
<p>Please explain the new/changed service/policy/project</p>	<p>Various service reductions and operational efficiency measures reflecting office accommodation rationalisation and hybrid working arrangements. This would likely include reviewing the cleaning specification for managed buildings; amalgamating out-of-hours emergency response services; ceasing the purchase of stationary supplies for resource areas; ceasing plant maintenance contracts. These savings are achievable with limited impact on staff or services due to the change in ways of working since the pandemic with significantly reduced office-based working.</p>

Engagement and consultation

Has any pre-consultation engagement been carried out?

An overarching [public consultation exercise](#) was conducted in the Summer of 2023 to seek input from the public on options to balance the County Council's budget. Since then, the County Council has made regular statements about its financial position and staff have been regularly updated and engaged on the need to make further savings.

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

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

No further public consultation or engagement is planned for this proposal. However, in circumstances where there is a potential impact on the workforce, HR policies and procedures will be followed in accordance with our statutory obligations. Additionally, any associated workforce impact may have already been mitigated or reduced through the use of the County Council's MARS scheme.

Section two: Assessment

Carefully and consciously consider the impacts of the proposed change.

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

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

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

Table 1 Impact Assessment [add ✓ to relevant boxes)

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

Marriage & civil partnership		✓				Both
Poverty		✓				Both
Rurality		✓				Both

Table 2 Geographical impact

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

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

Rushmoor	
Test Valley	
Winchester	

Section three: Equality Statement

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

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

Protected characteristic	Brief explanation of why this has been assessed as having neutral or low negative impact
All	Neutral for both staff and the public. No equalities impact is anticipated from this proposal, which seeks to rationalise processes and realise efficiencies in routine activities. While some staff may be asked to work differently, there is no anticipated impact on employment conditions or workload, and users of Hampshire County Council buildings and sites should not experience any significant changes.

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

Table 4 Explanation and mitigation for medium and high impacts

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

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

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

Table 5 Consideration of and explanation for positive impacts

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

Further actions and recommendations to consider:

- If neutral or low negative impacts have been carefully considered and identified correctly, the activity is likely to proceed.
- If medium negative or high negative have been identified:
 - The policy, service review, scheme or practice may be paused or stopped
 - The policy, service review, scheme or practice can be changed to remove, reduce or mitigate against the negative impacts.
 - Consider undertaking consultation/re-consulting⁶.
 - If all options have been considered carefully and there are no other proportionate ways to remove, reduce, or mitigate - explain and justify reasons why in the assessment.
 - Carry out a subsequent impact severity assessment following mitigating actions.

Box 1

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

Where staff resources are reduced, the impact on remaining staff will be managed through operational efficiencies.

Box 2

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

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[Universal Services]

Name of SP25 proposal:	SP25 Proposal Reference:
Castle Catering	EIA – USD07 Universal Services Date [07.1.2025]

EIA writer(s) and authoriser

No.		Name	Department	Position	Email address	Phone number	Date	Issue
1	Report Writer(s)	Patrick Poyntz-Wright	Universal Services	Capital and Governance Support Manager			19.11.2024	
2	EIA authoriser	Patrick Blogg	Universal Services	Director			07.1.2025	
3	EIA Coordinator	Patrick Poyntz-Wright	Universal Services	Capital and Governance Support Manager				

Section one – information about the service and service change

Service affected	Castle Catering
Please provide a short description of the service / policy/project/project phase	<p>There are four core functions of Castle Catering these are:</p> <ul style="list-style-type: none"> - EII Court Coffee Shop - EII Court Counter Service Restaurant - Support to HCC meetings and events. - External catering for non-HCC clients

Please explain the new/changed service/policy/project

Ensuring the service is operating on a cost recovery basis by implementing measures to increase income, including price increases, and make cost efficiencies.

Engagement and consultation

Has any pre-consultation engagement been carried out?

An overarching [public consultation exercise](#) was conducted in the Summer of 2023 to seek input from the public on options to balance the County Council's budget. Since then, the County Council has made regular statements about its financial position and staff have been regularly updated and engaged on the need to make further savings.

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

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

No further public consultation or engagement is planned for this proposal. However, in circumstances where there is a potential impact on the workforce, HR policies and procedures will be followed in accordance with our statutory obligations. Additionally, any associated workforce impact may have already been mitigated or reduced through the use of the County Council's MARS scheme.

Section two: Assessment

Carefully and consciously consider the impacts of the proposed change.

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

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

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

Table 1 Impact Assessment [add ✓ to relevant boxes)

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

Table 2 Geographical impact

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

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

Section three: Equality Statement

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

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

Protected characteristic	Brief explanation of why this has been assessed as having neutral or low negative impact
Poverty	A low negative impact has been identified for some staff. Some prices are likely to increase as part of the proposals, and those on lower incomes will find it harder than others to meet the additional cost.
All others	The proposals have been assessed as having a neutral impact on all other protected characteristics for both staff and the public. The changes will be relatively minor to realise the modest additional income required.

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

Table 4 Explanation and mitigation for medium and high impacts

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

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

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

Table 5 Consideration of and explanation for positive impacts

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

Further actions and recommendations to consider:

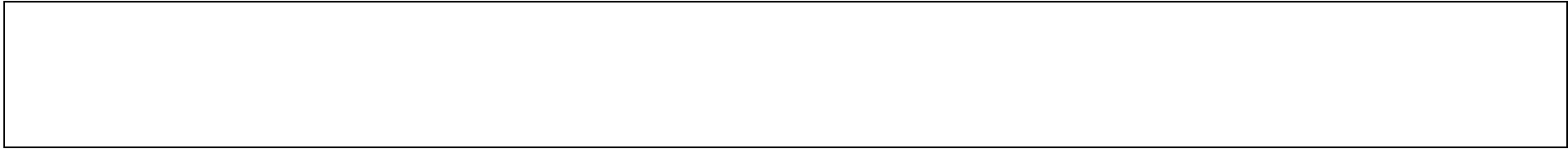
- If neutral or low negative impacts have been carefully considered and identified correctly, the activity is likely to proceed.
- If medium negative or high negative have been identified:
 - The policy, service review, scheme or practice may be paused or stopped
 - The policy, service review, scheme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

Box 1

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

Box 2

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



[Universal Services]

Name of SP25 proposal:	SP25 Proposal Reference:
Countryside, Outdoor Centres and Archives	EIA – USD08 Universal Services Date [07.1.2025]

EIA writer(s) and authoriser

No.		Name	Department	Position	Email address	Phone number	Date	Issue
1	Report Writer(s)	Patrick Poyntz-Wright	Universal Services	Capital and Governance Support Manager			19.11.2024	
2	EIA authoriser	Patrick Blogg	Universal Services	Director			07.1.2025	
3	EIA Coordinator	Patrick Poyntz-Wright	Universal Services	Capital and Governance Support Manager				

Section one – information about the service and service change

Service affected	Countryside, Outdoor Centres, and Archives
Please provide a short description of the service / policy/project/project phase	<p>The County Council owns approximate 3600 hectares managed by the countryside service with various responsibilities as both a land manager and highway authority in accordance with duties relating to biological and heritage designations, conservation, green infrastructure, and public rights of way legislation.</p> <p>Hampshire Outdoor Centres is a pay to use service which provides support for other statutory services, such as curriculum focused learning for schools, and delivers a wider discretionary service focused on recreational use to support the health and wellbeing of visitors, including Hampshire residents.</p>

	<p>As an Upper Tier Local Authority, the County Council has a statutory responsibility to keep safely and make available the records relating to the county of Hampshire that are in their custody. The same legal responsibilities apply to both paper and digital historical records. Hampshire Record Office (HRO) is the local repository for archive collections relating to Hampshire with public access for people of all backgrounds to research their family history or local history using archives relating to Hampshire. Increased online access to records through digitisation are made freely available at the Records office and libraries.</p>
<p>Please explain the new/changed service/policy/project</p>	<p>Savings from various operational efficiency and income measures across Countryside, Hampshire Outdoor Centres and Archives.</p> <p>These could include introducing new and increased income streams at country parks and farms such as exploring income opportunities from bio-diversity net gain regulations, developing visitor accommodation; further measures to achieve full cost recovery for the Outdoors Centres; ceasing the Archives “Find my Past” subscription (also available in Hampshire libraries); and a wholesale review of the Countryside teams and estate to achieve efficiencies with changes to management, alternative use of the estate including disposals where appropriate.</p>

Engagement and consultation

Has any pre-consultation engagement been carried out?

An overarching [public consultation exercise](#) was conducted in the Summer of 2023 to seek input from the public on options to balance the County Council’s budget. Since then, the County Council has made regular statements about its financial position and staff have been regularly updated and engaged on the need to make further savings.

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

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

No further public consultation or engagement is planned for this proposal. However, in circumstances where there is a potential impact on the workforce, HR policies and procedures will be followed in accordance with our statutory obligations. Additionally, any associated workforce impact may have already been mitigated or reduced through the use of the County Council's MARS scheme.

Section two: Assessment

Carefully and consciously consider the impacts of the proposed change.

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

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

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

Table 1 Impact Assessment [add ✓ to relevant boxes)

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

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

Table 2 Geographical impact

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

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

Section three: Equality Statement

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

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

Protected characteristic	Brief explanation of why this has been assessed as having neutral or low negative impact
--------------------------	------------------------------------------------------------------------------------------

Age and Sex	<p>Low Negative Age and Sex (for Staff) There are more women than men working in this service and a narrow majority of staff are under the age of 44. It is therefore more likely that among staff, women and people under 44 will be affected by the proposal. In circumstances where there is a potential impact on the workforce, HR policies and procedures will be followed in accordance with our statutory obligations. Additionally, any associated workforce impact may have already been mitigated or reduced through the use of the County Council's MARS scheme.</p> <p>Low Negative Age only (for public). As charges may be applied or increased on Outdoor Services for schools, there is the potential that a low negative impact may be experienced by some young people who may access this service less regularly.</p> <p>No impact has been identified on Sex for residents and the general public.</p>
Poverty	<p>Low Negative (for public). There is the potential for some new charges or charge increases for discretionary services. Those in poverty are likely to find it harder to meet these costs and therefore the impact is assessed as low negative.</p> <p>No impact is anticipated on this characteristic for staff.</p>
All other characteristics.	<p>There are no impacts anticipated on either staff or the public for these protected characteristics. As specific savings proposals for staffing establishment become clearer, these will be assessed as necessary for their equalities impact.</p>

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

Table 4 Explanation and mitigation for medium and high impacts

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

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

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

Table 5 Consideration of and explanation for positive impacts

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

Further actions and recommendations to consider:

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

Box 1

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

Where staff resources are reduced, the impact on remaining staff will be managed through operational efficiencies.

Should the Find my Past service be withdrawn some content will remain available through Ancestry.

Box 2

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

[Universal Services]

Name of SP25 proposal:	SP25 Proposal Reference:
Rural Estate	EIA – USD09 Universal Services Date [07.1.2025]

EIA writer(s) and authoriser

No.		Name	Department	Position	Email address	Phone number	Date	Issue
1	Report Writer(s)	Patrick Poyntz-Wright	Universal Services	Capital and Governance Support Manager			19.11.2024	
2	EIA authoriser	Patrick Blogg	Universal Services	Director			07.1.2025	
3	EIA Coordinator	Patrick Poyntz-Wright	Universal Services	Capital and Governance Support Manager				

Section one – information about the service and service change

Service affected	Rural Estate
Please provide a short description of the service / policy/project/project phase	Estates management of operational and non-operational agricultural land and rural property assets owned by the County Council. Land is predominantly managed by letting to third parties under the most suitable occupation agreement for circumstances (e.g. agricultural tenancies, grazing licences, temporary compound leases) to bring in income and/or reduce management cost liability to the Council. Land managed by Rural Estates team includes surplus land, land used operationally by Council services (e.g. to formalise grazing and other use by third parties), and land held non-operationally (e.g. ex-landfill, land purchased for highways schemes, school sites, etc).

Please explain the new/changed service/policy/project

Various operational efficiency and income measures, which is likely to include additional income from higher rents and/or more efficient tenancy turnovers as well as efficiencies from a wider review of the rural estate which could include alternative use of rural land and disposals.

Engagement and consultation

Has any pre-consultation engagement been carried out?

An overarching [public consultation exercise](#) was conducted in the Summer of 2023 to seek input from the public on options to balance the County Council's budget. Since then, the County Council has made regular statements about its financial position and staff have been regularly updated and engaged on the need to make further savings.

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

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

No further public consultation or engagement is planned for this proposal. However, in circumstances where there is a potential impact on the workforce, HR policies and procedures will be followed in accordance with our statutory obligations. Additionally, any associated workforce impact may have already been mitigated or reduced through the use of the County Council's MARS scheme.

Section two: Assessment

Carefully and consciously consider the impacts of the proposed change.

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

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

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

Table 1 Impact Assessment [add ✓ to relevant boxes)

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

Table 2 Geographical impact

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

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

Section three: Equality Statement

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

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

Protected characteristic	Brief explanation of why this has been assessed as having neutral or low negative impact
All	Neutral (for both staff and the public). The proposal is to review and rationalise the asset management of the rural estate to deliver savings and generate income. While some may experience increased costs to use or let County Council owned land, commercial impacts for businesses and individuals are expected to be minimal. Should significant increases or impacts be identified as part of specific asset management decisions, these will be assessed before implementation.

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

Table 4 Explanation and mitigation for medium and high impacts

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

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

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

Table 5 Consideration of and explanation for positive impacts

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

Further actions and recommendations to consider:

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

Box 1

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

Box 2

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

[Universal Services]

Name of SP25 proposal:	SP25 Proposal Reference:
Waste and Environmental Services (Statutory Services)	EIA – USD10 Universal Services Date [07.1.2025]

EIA writer(s) and authoriser

No.		Name	Department	Position	Email address	Phone number	Date	Issue
1	Report Writer(s)	Patrick Poyntz-Wright	Universal Services	Capital and Governance Support Manager			19.11.2024	
2	EIA authoriser	Patrick Blogg	Universal Services	Director			07.1.2025	
3	EIA Coordinator	Patrick Poyntz-Wright	Universal Services	Capital and Governance Support Manager				

Section one – information about the service and service change

Service affected	Waste and Environmental Services (Statutory Services)
Please provide a short description of the service / policy/project/project phase	<p>There are three service areas affected by changes set out in the SP25 Phase 2 savings programme:</p> <ul style="list-style-type: none"> • Waste and Resource Management. This particularly relates to a) The Household Waste Recycling Centre (HWRC) telephone booking line which provides a dedicated phone service to enable residents to book HWRC appointments, and b) The Waste Prevention programme, which undertakes activity to prevent waste arising and reuse items rather than having them enter the waste system. • Flood and Water Management – All non-statutory activities undertaken by service.

	<ul style="list-style-type: none"> • Development Management – Reduction in monitoring and enforcement resource to statutory duties only.
<p>Please explain the new/changed service/policy/project</p>	<p>Various service reduction and operational efficiency measures, this would likely include the cessation of waste prevention activity which is not a statutory priority; the removal of the HWRC telephone booking service (entirely separate to the Phase 1 proposal to close HWRCs, which was rejected by Cabinet); and the cessation of all non-statutory planning monitoring and enforcement activities and non-statutory flood and water management activities. Proposals will not include closures or reduced opening hours to HWRCs.</p>

Engagement and consultation

Has any pre-consultation engagement been carried out?

An overarching [public consultation exercise](#) was conducted in the Summer of 2023 to seek input from the public on options to balance the County Council’s budget. Since then, the County Council has made regular statements about its financial position and staff have been regularly updated and engaged on the need to make further savings.

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

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

No further public consultation or engagement is planned for this proposal. However, in circumstances where there is a potential impact on the workforce, HR policies and procedures will be followed in accordance with our statutory obligations. Additionally, any associated workforce impact may have already been mitigated or reduced through the use of the County Council's MARS scheme.

Section two: Assessment

Carefully and consciously consider the impacts of the proposed change.

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

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

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

Table 1 Impact Assessment [add ✓ to relevant boxes)

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

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

Table 2 Geographical impact

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

Area	Yes / no
All Hampshire	✓

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

Section three: Equality Statement

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

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

Protected characteristic	Brief explanation of why this has been assessed as having neutral or low negative impact
Age	Neutral (staff) – There are no impacts anticipated on staff for this protected characteristic. As specific savings proposals for staffing establishment become clearer, these will be assessed as necessary for their equalities impact.

	<p>Low negative (public) – with regards to the HWRC booking phone line there is a potential impact on older residents/service users who may be less able to access digital services. This is a low risk because most residents have access to the internet and smart phone ownership levels are extremely high.</p>
Disability	<p>Neutral (staff) – There are no impacts anticipated on staff for this protected characteristic. As specific savings proposals for staffing establishment become clearer, these will be assessed as necessary for their equalities impact.</p> <p>Low negative (public) – with regards to the HWRC booking phone line there is a potential impact on some disabled residents/service users who may be less able to access digital services. The risk is low because there is technology available that enables disabled users to interact with digital services.</p>
Poverty	<p>Neutral (staff) – There are no impacts anticipated on staff for this protected characteristic. As specific savings proposals for staffing establishment become clearer, these will be assessed as necessary for their equalities impact.</p> <p>Low negative (public) – with regards to the HWRC booking phone line there is a potential impact on those residents/service users in poverty as access to a smart phone or the internet may be limited. This is mitigated by the very high levels of smartphone ownership and by the availability of access to computers and the internet at libraries as well as free Wi-Fi being available in many places.</p>
Rurality	<p>Neutral (staff) – There are no impacts anticipated on staff for this protected characteristic. As specific savings proposals for staffing establishment become clearer, these will be assessed as necessary for their equalities impact.</p> <p>Low negative (public) – with regards to the HWRC booking phone line there is a potential for those in more rural locations to not have access to broadband or mobile internet services. This is low as connectivity is generally very high and bookings can be made on a smart phone when users move to other areas where mobile internet is available.</p>
All other characteristics	<p>Neutral – There are no impacts anticipated on either staff or the public for this protected characteristic. As specific savings proposals for staffing establishment become clearer, these will be assessed as necessary for their equalities impact.</p>

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

Table 4 Explanation and mitigation for medium and high impacts

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

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

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

Table 5 Consideration of and explanation for positive impacts

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

Further actions and recommendations to consider:

- If neutral or low negative impacts have been carefully considered and identified correctly, the activity is likely to proceed.
- If medium negative or high negative have been identified:
 - The policy, service review, scheme or practice may be paused or stopped
 - The policy, service review, scheme or practice can be changed to remove, reduce or mitigate against the negative impacts.
 - Consider undertaking consultation/re-consulting¹⁰.

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

Box 1

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

Where staff resources are reduced, the impact on remaining staff will be managed through operational efficiencies.

Box 2

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

[Universal Services]

Name of SP25 proposal:	SP25 Proposal Reference:
Waste and Environment Services (Traded Services)	EIA – USD11 Universal Services Date [07.1.2025]

EIA writer(s) and authoriser

No.		Name	Department	Position	Email address	Phone number	Date	Issue
1	Report Writer(s)	Patrick Poyntz-Wright	Universal Services	Capital and Governance Support Manager			19.11.2024	
2	EIA authoriser	Patrick Blogg	Universal Services	Director			07.1.2025	
3	EIA Coordinator	Patrick Poyntz-Wright	Universal Services	Capital and Governance Support Manager				

Section one – information about the service and service change

Service affected	Waste and Environment Services (Traded Services)
Please provide a short description of the service / policy/project/project phase	<p>The services affected by the Phase 2 SP25 savings deliver statutory and discretionary services including specialist data, advice, testing, inspection and management services to Hampshire County Council and other clients to help meet legislative and project requirements.</p> <p>The Solent Forum is an independent coastal partnership established in 1992 to develop a greater understanding among the authorities and agencies involved in planning and management in the Solent area, and to assist and influence them in carrying out their functions. It is hosted by the County Council.</p>

Please explain the new/changed service/policy/project

Phase 2 SP25 savings consisting of £0.107m (increasing to £0.127m from 2026/27) from various service reductions, operational efficiency and income measures within the traded services within the branch. This would likely include increased income generation and efficiencies; staff post reductions estimated at 1 FTE from the wider service; and ceasing hosting and membership of the Solent Forum.

Engagement and consultation

Has any pre-consultation engagement been carried out?

An overarching [public consultation exercise](#) was conducted in the Summer of 2023 to seek input from the public on options to balance the County Council's budget. Since then, the County Council has made regular statements about its financial position and staff have been regularly updated and engaged on the need to make further savings.

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

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

No further public consultation or engagement is planned for this proposal. However, in circumstances where there is a potential impact on the workforce, HR policies and procedures will be followed in accordance with our statutory obligations. Additionally, any associated workforce impact may have already been mitigated or reduced through the use of the County Council's MARS scheme.

Section two: Assessment

Carefully and consciously consider the impacts of the proposed change.

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

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

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

Table 1 Impact Assessment – Staff and Service Users

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

Table 2 Geographical impact

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

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

Section three: Equality Statement

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

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

Protected characteristic	Brief explanation of why this has been assessed as having neutral or low negative impact
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All	Neutral – There are no equalities impacts anticipated on either staff or the public for this protected characteristic. As specific savings proposals for staffing establishment become clearer, these will be assessed as necessary for their equalities impact.

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

Table 4 Explanation and mitigation for medium and high impacts

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

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

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

Table 5 Consideration of and explanation for positive impacts

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

Further actions and recommendations to consider:

- If neutral or low negative impacts have been carefully considered and identified correctly, the activity is likely to proceed.

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

Box 1

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

Where staff resources are reduced, the impact on remaining staff will be managed through operational efficiencies.

Box 2

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

