

## Equality impact assessment (EIA) form: evidencing paying due regard to protected characteristics

(Form updated May 2015)

### *Ceasing Sibling Discount for Music Service*

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যদি আপনি এই ডকুমেন্ট অন্য ভাষায় বা ফরমেটে চান, তাহলে দয়া করে আমাদেরকে বলুন।

如欲索取以另一語文印製或另一格式製作的資料，請與我們聯絡。

اگر آپ کو معلومات کسی دیگر زبان یا دیگر شکل میں درکار ہوں تو برائے مہربانی ہم سے پوچھئے۔

Equality Impact Assessments (EIAs) are public documents. EIAs accompanying reports going to County Councillors for decisions are published with the committee papers on our website and are available in hard copy at the relevant meeting. To help people to find completed EIAs we also publish them in the Equality and Diversity section of our website. This will help people to see for themselves how we have paid due regard in order to meet statutory requirements.

Name of Directorate and Service Area	CYPS Music Service
Lead Officer and contact details	Ian Bangay
Names and roles of other people involved in carrying out the EIA	Susan Marks. Admin BSS
How will you pay due regard? e.g. working group, individual officer	Individual officer
When did the due regard process start?	

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**Section 1. Please describe briefly what this EIA is about.** (e.g. are you starting a new service, changing how you do something, stopping doing something?)  
Proposing the removal of sibling discounts for those taking tuition with the music service.

**Section 2. Why is this being proposed? What are the aims? What does the authority hope to achieve by it?** (e.g. to save money, meet increased demand, do things in a better way.)

Increase in service costs and loss of funding means we have to make savings to maintain the viability of the service.

**Section 3. What will change? What will be different for customers and/or staff?**

Those parents wishing more than one child to take up instrumental lessons will not get a sibling discount. This will lead to an increase in termly fee by between 50p and £1 per lesson.

**Section 4. Involvement and consultation** (What involvement and consultation has been done regarding the proposal and what are the results? What consultation will be needed and how will it be done?)

No consultation with parents has been done. The proposal has been discussed at CYPLT and will go to Exec members to agree.

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**Section 5. What impact will this proposal have on council budgets? Will it be cost neutral, have increased cost or reduce costs?**

Please explain briefly why this will be the result.

No impact on council budget as the music service is fully traded.

<b>Section 6. How will this proposal affect people with protected characteristics?</b>	<b>No impact</b>	<b>Make things better</b>	<b>Make things worse</b>	<b>Why will it have this effect? Provide evidence from engagement, consultation and/or service user data or demographic information etc.</b>
Age	*			
Disability	*			
Sex (Gender)	*			
Race	*			
Gender reassignment	*			
Sexual orientation	*			
Religion or belief	*			
Pregnancy or maternity	*			

Marriage or civil partnership	*			

Section 7. How will this proposal affect people who...	No impact	Make things better	Make things worse	Why will it have this effect? Provide evidence from engagement, consultation and/or service user data or demographic information etc.
..live in a rural area?	*			
...have a low income?			*	There will be a small increase in fees which will be between 50 p and £1.00 per lesson over a normal term. As it related to siblings it will effect families with more than one child.

<p><b>Section 8. Will the proposal affect anyone more because of a combination of protected characteristics? (e.g. older women or young gay men) State what you think the effect may be and why, providing evidence from engagement, consultation and/or service user data or demographic information etc.</b></p> <p><b>NO</b></p>
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Section 9. Next steps to address the anticipated impact. Select one of the following options and explain why this has been chosen. (Remember: we have an anticipatory duty to make reasonable adjustments so that disabled people can access services and work for us)	Tick option chosen
1. <b>No adverse impact - no major change needed to the proposal.</b> There is no potential for discrimination or adverse impact identified.	*
2. <b>Adverse impact - adjust the proposal</b> - The EIA identifies potential problems or missed opportunities. We will change our proposal to reduce or remove these adverse impacts, or we will achieve our aim in another way which will not make things worse for people.	
3. <b>Adverse impact - continue the proposal</b> - The EIA identifies potential problems or missed opportunities. We cannot change our proposal to reduce or remove these adverse impacts, nor can we achieve our aim in another way which will not make things worse for people. (There must be compelling reasons for continuing with proposals which will have the most adverse impacts. Get advice from Legal Services)	
4. <b>Actual or potential unlawful discrimination - stop and remove the proposal</b> – The EIA identifies actual or potential unlawful discrimination. It must be stopped.	
<b>Explanation of why option has been chosen.</b> (Include any advice given by Legal Services.)	

The Music Service needs to remain viable. We will maintain remissions for Looked After Children, those on Free School Meals and Working Tax Credits. We are anticipating an increase in costs in September due to an uplift in pension contributions from the employer.

There are 8 families that claim sibling discount and working tax credit remissions. They will still be entitled to their working tax credit remission of 30%.

**Section 10. If the proposal is to be implemented how will you find out how it is really affecting people?** (How will you monitor and review the changes?)

We will be able to monitor reductions in those continuing after sibling discount has been removed. If there is significant drop out from the affected group we will need to review our policy for remissions.

**Section 11. Action plan.** List any actions you need to take which have been identified in this EIA, including post implementation review to find out how the outcomes have been achieved in practice and what impacts there have actually been on people with protected characteristics.

Action	Lead	By when	Progress	Monitoring arrangements
Agree proposal	Exec Members	30 <sup>th</sup> January		

**Section 12. Summary** Summarise the findings of your EIA, including impacts, recommendation in relation to addressing impacts, including any legal advice, and next steps. This summary should be used as part of the report to the decision maker.

In summary, the financial impact on parents will be minimal as sibling discount equated to a figure between 50P and £1 per lesson over a term. The length of term determines the true figure but over a typical 12 week term the most anybody would have to pay would be 83p extra per lesson.

According to our data 8 families also claiming working tax credit would be affected. This is out of 416 families currently receiving sibling discount.

**Section 13. Sign off section**

This full EIA was completed by:

**Name: Ian Bangay**  
**Job title: Head of Music Service**  
**Directorate: CYPS**  
**Signature: Ian Bangay**

**Completion date: 21/01/19**

**Authorised by relevant Assistant Director (signature):**

**Date: 28 January 2019**