

EQUALITY IMPACT ASSESSMENT TEMPLATE - TRAFFORD COUNCIL

A. Summary Details		
1	Title of EIA:	Learning Disability
2	Person responsible for the assessment:	Ian Peet
3	Contact details:	912 5849, ian.peet@trafford.gov.uk
4	Section & Directorate:	C & WB, Adult Social Care, Commissioning and Service Development
5	Name and roles of other officers involved in the EIA, if applicable:	Jenny Holt, Service Manager, commissioning and Service Development

B. Policy or Function		
1	Is this EIA for a policy or function?	Policy <input type="radio"/> Function <input checked="" type="radio"/>
2	Is this EIA for a new or existing policy or function?	New <input type="radio"/> Existing <input checked="" type="radio"/> Change to an existing policy or function <input type="radio"/>
3	What is the main purpose of the policy/function?	The provision of care and support services to people with a Learning Disability
4	Is the policy/function associated with any other policies of the Authority?	The function is associated with policies regarding adult social care.
5	Do any written procedures exist to enable delivery of this policy/function?	A detailed service specifications are in place

6	Are there elements of common practice not clearly defined within the written procedures? If yes, please state.	No
7	Who are the main stakeholders of the policy? How are they expected to benefit?	The main stakeholders are people with a learning disability living in Trafford their families and carers and service providers.
8	How will the policy/function (or change/improvement), be implemented?	The current services are delivered under contract to Trafford Council, services will be redesigned and contracts will be retendered when they expire.
9	What factors could contribute or detract from achieving these outcomes for service users?	If any high/medium negative impacts associated with the proposal cannot be mitigated.
10	Is the responsibility for the proposed policy or function shared with another department or authority or organisation? If so, please state?	

C. Data Collection

1	What monitoring data do you have on the number of people (from different equality groups) who are using or are potentially impacted upon by your policy/ function?	Adult social care's IT system and reporting process provides extensive monitoring data
2	Please specify monitoring information you have available and attach relevant information*	NA
3	If monitoring has NOT been undertaken, will it be done in the future or do you	NA

	have access to relevant monitoring data?	
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**Your monitoring information should be compared to the current available census data to see whether a proportionate number of people are taking up your service*

D. Consultation & Involvement		
1	Are you using information from any previous consultations and/or local/national consultations, research or practical guidance that will assist you in completing this EIA?	
2	Please list any consultations planned, methods used and groups you plan to target. (If applicable)	<p>A robust consultation process has been undertaken incorporating easy read documentation and support from partner organisations</p> <p>Individual meetings have been held with the service providers and other stakeholders</p>
3	** What barriers, if any, exist to effective consultation with these groups and how will you overcome them?	Appropriate communication methods will be used.

***It is important to consider all available information that could help determine whether the policy/ function could have any potential adverse impact. Please attach examples of available research and consultation reports*

E: The Impact – Identify the potential impact of the policy/function on different equality target groups

The potential impact could be negative, positive or neutral. If you have assessed negative potential impact for any of the target groups you will also need to assess whether that negative potential impact is high, medium or low

	Positive	Negative (please specify if High, Medium or Low)	Neutral	Reason
Gender – both men and women, and transgender;			x	
Pregnant women & women on maternity leave			x	
Gender Reassignment			x	
Marriage & Civil Partnership			x	
Race- include race, nationality & ethnicity (NB: the experiences may be different for different groups)			x	
Disability – physical, sensory & mental impairments		Low		The proposal will impact on disabled people as they are the target group for the service. The proposal will have a low negative impact related to the tender process and service continuity, This low impact will be mitigated by careful consultation with service users, families and

				other stakeholders and through the involvement of these groups in the tender process
Age Group - specify eg; older, younger etc)			x	
Sexual Orientation – Heterosexual, Lesbian, Gay Men, Bisexual people			x	
Religious/Faith groups (specify)			x	

As a result of completing the above what is the potential negative impact of your policy?

High

Medium

Low x

F. Could you minimise or remove any negative potential impact? If yes, explain how.

Race:	
Gender, including pregnancy & maternity, gender reassignment, marriage & civil partnership	
Disability:	The low negative impact will be minimised by ensuring that careful consultation takes place with service users, families and other stakeholders and through the involvement of these groups in the tender process. A requirement to safe guard service continuity will be built in to the tender specification. A process chart has been produced which addresses the approach commissioners and social care professionals will take

	<p>to escalate instances of providers refusing to negotiate, if the proposal is agreed.</p> <p>Discussions are ongoing with the procurement manager concerning capacity required.</p> <p>The project is being regularly monitored through the Business Delivery Programme Board.</p> <p>Social care professionals have collated information about individuals' needs and the cost of care packages to identify individuals who are within the project scope. Service users who are due to have their support packages reviewed have been prioritised. Support from the Learning Disability Reablement Service is available.</p> <p>The process chart will inform the approach commissioners and social care professionals will take to address concerns by service users and family members.</p> <p>The proposal is a continuation of the transformation programme of work in relation to the re-shaping of services to support adults with a learning disability.</p>
Age:	
Sexual Orientation:	

Religious/Faith groups:		
Also consider the following:		
1	If there is an adverse impact, can it be justified on the grounds of promoting equality of opportunity for a particular equality group or for another legitimate reason?	N/A
2	Could the policy have an adverse impact on relations between different groups?	N/A
3	If there is no evidence that the policy <i>promotes</i> equal opportunity, could it be adapted so that it does? If yes, how?	N/A

G. EIA Action Plan

Recommendation	Key activity	When	Officer Responsible	Links to other Plans eg; Sustainable Community Strategy, Corporate Plan, Business Plan,	Progress milestones	Progress
If the proposal goes ahead a commissioning programme will be	Commissioning programme developed	March 13	Jenny Holt		Commissioning Programme in place	

developed with providers, service users and other stakeholders to ensure a planned re tender of services						

Please ensure that all actions identified are included in the attached action plan and in your service plan.

Signed
Lead Officer
Date

Signed
Service Head
Date