

## EQUALITY IMPACT ASSESSMENT TEMPLATE - TRAFFORD COUNCIL

A. Summary Details		
1	Title of EIA:	Provision of Meals Service
2	Person responsible for the assessment:	Ian Peet
3	Contact details:	912 5849, <a href="mailto:ian.peet@trafford.gov.uk">ian.peet@trafford.gov.uk</a>
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:	Mark Grimes, Programme Manager, Commissioning and Safeguarding

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 a meals service to people in their own homes who lack the capacity to prepare meals for themselves or are nutritionally at risk.
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?	The need for a meal service is built into the reablement process and robust assessment tools 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 social care needs who require help with meal preparation. They will benefit from increased choice in terms of the meals they choose to receive.
8	How will the policy/function (or change/improvement), be implemented?	The proposal is not to re-commission the existing meals contract. The current contract is due for renewal and the potential to pursue alternative options is high. The provision of meals via a single supplier has been the traditional method of service provision however as the choice agenda and the range of meals and providers has developed this method of service delivery is no longer best practice. The assessment, reablement and review process will identify people incapable of meal preparation or at nutritional risk, these people will be offered information and support to access a range of meals provided by a host of providers rather than direct provision of a meal service from a single commissioned provider.
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	Adult social care's IT system and reporting process provides extensive
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	number of people (from different equality groups) who are using or are potentially impacted upon by your policy/ function?	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 have access to relevant monitoring data?	NA

*\*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*

<b>D. Consultation &amp; Involvement</b>		
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)	A robust consultation process has been undertaken incorporating easy read documentation and support from partner organisations  Individual meetings have been held with the service providers and other stakeholders
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*

	<b>Positive</b>	<b>Negative (please specify if High, Medium or Low)</b>	<b>Neutral</b>	<b>Reason</b>
<b>Gender – both men and women, and transgender;</b>	<b>x</b>			<b>The proposal to improve choice and control in meals provision for service users will have a positive impact and will offer greater accessibility to services, this will be a positive impact on all gender groups.</b>
Pregnant women & women on maternity leave			<b>x</b>	
Gender Reassignment			<b>x</b>	
Marriage & Civil Partnership			<b>x</b>	

<p><b>Race-</b> include race, nationality &amp; ethnicity (NB: the experiences may be different for different groups)</p>	<p><b>x</b></p>			<p><b>The proposal to improve choice and control in meals provision for service users will have a positive impact and will offer greater accessibility to services. This will be a positive impact on all race groups.</b></p> <p><b>The new service model will provide the opportunity for service users to receive a more culturally sensitive service. This will be a positive development potentially impacting on all race groups allowing access to more localised services and support networks</b></p>
<p><b>Disability</b> – physical, sensory &amp; mental impairments</p>	<p><b>x</b></p>			<p><b>The proposal to improve choice and control in meals provision for service users will have a positive impact and will offer greater accessibility to services. This will be a positive impact on all disability groups.</b></p>

<b>Age Group</b> - specify eg; older, younger etc)	<b>x</b>			<b>The proposal to improve choice and control in meals provision for service users will have a positive impact and will offer greater accessibility to services. This will be a positive impact on all age groups, particularly the elderly who are more represented in the service user group.</b>
<b>Sexual Orientation</b> – Heterosexual, Lesbian, Gay Men, Bisexual people			<b>x</b>	
<b>Religious/Faith groups</b> (specify)			<b>x</b>	

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

**High**

**Medium**

**Low**

<b>F. Could you minimise or remove any negative potential impact? If yes, explain how.</b>	
Race:	
Gender, including pregnancy & maternity, gender reassignment, marriage & civil partnership	
Disability:	
Age:	The new method of provision will be carefully introduced with

	<p>support and brokerage available to service users so they can choose who to receive meals from, the option for service users to continue to receive meals from the current provider via their individual choice and control will be possible.</p> <p>A comprehensive consultation process began in October 2012, including individual communication with those potentially affected.</p> <p>The current provider is fully engaged in the proposal.</p> <p>There are a wide range of alternative choices for people to access.</p> <p>The most vulnerable will continue to receive a meal where it is part of a bigger package of support.</p> <p>Re-ablement is widely available to new customers to develop people's skills and signpost to alternative provision as required</p>
Sexual Orientation:	
Religious/Faith groups:	
Also consider the following:	
1	<p>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?</p> <p>N/A</p>
2	<p>Could the policy have an adverse impact on relations between different groups?</p> <p>N/A</p>
3	<p>If there is no evidence that the policy <i>promotes</i> equal opportunity, could it be adapted so that it does? If yes, how?</p> <p>N/A</p>

**G. EIA Action Plan**

<b>Recommendation</b>	<b>Key activity</b>	<b>When</b>	<b>Officer Responsible</b>	<b>Links to other Plans</b> eg; Sustainable Community Strategy, Corporate Plan, Business Plan,	<b>Progress milestones</b>	<b>Progress</b>
If the proposal is accepted an Action plan should be developed, the action plan should ensure that the positive impacts associated with the proposal are realised and ensure support is available to new and existing service users to enable them to choose their meals provider	Action Plan developed	March 13	Mark Grimes		Action Plan in Place	




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