

EQUALITY IMPACT ASSESSMENT TEMPLATE - TRAFFORD COUNCIL

A. Summary Details		
1	Title of EIA:	Removing Subsidy for Community Care Services
2	Person responsible for the assessment:	Christopher Sharp
3	Contact details:	0161 912 4741 chris.sharp@trafford.gov.uk
4	Section & Directorate:	Financial Services, CWB
5	Name and roles of other officers involved in the EIA, if applicable:	Gaynor Burton, Equality & Diversity Manager

B. Policy or Function		
1	Is this EIA for a policy or function?	Policy <input type="radio"/> Function <input type="radio"/>
2	Is this EIA for a new or existing policy or function?	New <input type="radio"/> Existing <input type="radio"/> Change to an existing policy or function
3	What is the main purpose of the policy/function?	Increase income generation for charges relating to Community Care Services which are based on the L.A Fairer Charging Policy
4	Is the policy/function associated with any other policies of the Authority?	No other LA policies associated with the proposal
5	Do any written procedures exist to enable delivery of this policy/function?	Fairer Charging Policy is published and agreed each year by SMT. In order to make any changes to the charging policy a robust consultation is needed.

6	Are there elements of common practice not clearly defined within the written procedures? If yes, please state.	Fairer Charging Policy is applied to all LA funded Community Care Service Users and is clearly defined
7	Who are the main stakeholders of the policy? How are they expected to benefit?	Service users are the main stakeholders however they are not expected to benefit because some will pay more for their services.
8	How will the policy/function (or change/improvement), be implemented?	12 week consultation between September and December with all Service Users outlining the proposal with the Executive Committee making the final decision on any changes in January. Any change would be implemented in April 2013 at the start of the benefit year with all users being notified of any change in January 2013.
9	What factors could contribute or detract from achieving these outcomes for service users?	Service Users may cancel their services as a result of having to pay more per hour for home care, day care however the LA full cost rate is less than private rates of care.
10	Is the responsibility for the proposed policy or function shared with another department or authority or organisation? If so, please state?	None

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?	<p>2283 users have service.</p> <p>590 of these are full cost leaving 1693 service users who could have subsidy removed.</p> <p>However, many of these clients are already being invoiced their maximum assessed contribution. The proposal would financially impact on 157 clients. Of 157 clients 81 of these are female and over 65 years of age, 56 are male aged over 65, 10 are female under 65 and 10 male under 65.</p>
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		The average increase to a weekly charge would be £14.00 per week. The largest increase would be about £60.00 per week.
2	Please specify monitoring information you have available and attach relevant information*	Raw data for figures above are attached
3	If monitoring has NOT been undertaken, will it be done in the future or do you have access to relevant monitoring data?	

**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?	<p>Experience from two previous consultations has highlighted that service users have been unhappy at the short implementation time for changes after they have been agreed. Short timescales for implementation do not allow users to make decision about their services and rearrange finances. As much notice as possible needs to be given if proposals are agreed.</p> <p>Legal advice is that a 12 week consultation is required for changes to the Charging Policy and it must involve all service users.</p> <p>As with similar consultations a customer helpline will be implemented to explain proposals and log the responses.</p>
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2	Please list any consultations planned, methods used and groups you plan to target. (If applicable)	Consultation period September 2012 to December 2012. All service users will be contacted in writing outlining the changes. A helpline service will be made available during the consultation. In some cases the department may visit to discuss proposals with the service users. Trafford will also advise Trafford Carers Centre, AgeUk, home care providers and other key partners about the proposals
3	**What barriers, if any, exist to effective consultation with these groups and how will you overcome them?	Service Users may not understand the proposal hence the implementation of a customer helpline and liaison with major service providers and partners. The initial advisory letter will feature worked examples showing how people may be affected.

***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;		Medium		Although 157 people will pay an increased amount per month they will not be invoiced above their assessed maximum in line with the Fairer Charging Policy The statistics of people affected by the proposal indicates more women will be affected than men however this is reflected by the overall funding sway towards women which is 60%.
Pregnant women & women on maternity leave				
Gender Reassignment				
Marriage & Civil Partnership				
Race - include race, nationality & ethnicity (NB: the experiences may be different for different groups)				
Disability – physical,			Low	There will be no impact on users

sensory & mental impairments				with the proposal and with future changes to Housing Benefit and Council Tax. If people have to start to pay rent or housing allowances this can be offset in financial assessments.
Age Group - specify eg; older, younger etc)		Medium		Proposal would affect 137 people over age of 65 and 20 under age of 65 but that % is in line with the overall amount of people funded. Older people tend to have higher income, due to having Retirement Pensions and or Occupational Pensions therefore it is expected that they would pay more up to the level of their assessed charge
Sexual Orientation – Heterosexual, Lesbian, Gay Men, Bisexual people				
Religious/Faith groups (specify)				

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

High

Medium

Low

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

Race:

Offer a financial assessment if a service user feels that the assessed charge is too high. This Charging Policy is solely

		based on a means test which is not associated with race. Any user may appeal against their charge by contacting the CCS Team Leader but must provide written evidence of expenditure. Ensure service user's income is maximised by claiming any missing benefits to they are entitled which could help to pay towards care fees.
Gender, including pregnancy & maternity, gender reassignment, marriage & civil partnership		N/A
Disability:		Invite service users who may be affected by Local Housing Allowance changes for reassessment because we can allow for any rent or council tax payments
Age:		Offer a financial assessment if a service user feels that the assessed charge is too high. This Charging Policy is solely based on a means test which is not associated with race. Any user may appeal against their charge by contacting the CCS Team Leader but must provide written evidence of expenditure. Ensure service user's income is maximised by claiming any missing benefits to they are entitled which could help to pay towards care fees.
Sexual Orientation:		N/A
Religious/Faith groups:		N/A
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?	
2	Could the policy have an adverse impact on	The charging policy currently differentiates between users who

	relations between different groups?	have capital above £23250 by charging different unit costs for different services. The proposal aligns unit cost to one rate for everyone.
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?	

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
Invite service users who may be affected by Local Housing Allowance changes for reassessment	Write to all users offering a financial assessment if they have been affected by changes	April 2013	R Lumb			

Offer Financial Reassessment for all service users who have an assessed charge. There may be users who now have more income and failed to declare this.	Write to service users in March 2013 with notification of new assessed charge. Improved Data Sharing with DWP may also improve this	April 2013	R Lumb			
Write to service users with proposal details explaining how they may be affected.	Offer financial assessment	October 2012	C Sharp			

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