

EQUALITY IMPACT ASSESSMENT - TRAFFORD COUNCIL

A. Summary Details		
1	Title of EIA:	Net and Gross Payments Proposal for Direct Payments
2	Person responsible for the assessment:	Dianne Baker – Individualised Support Team Manager
3	Contact details:	Dianne Baker – Tel: 912 2057
4	Section & Directorate:	Children, Families & Wellbeing – Adult Social Care – Operations
5	Name and roles of other officers involved in the EIA, if applicable:	Louise Shaw – Head of Exchequer Services Chris Sharp – Financial Services Co-ordinator

B. Policy or Function		
1	Is this EIA for a policy or function?	Policy <input type="checkbox"/> Function <input checked="" type="checkbox"/>
2	Is this EIA for a new or existing policy or function?	New <input type="checkbox"/> Existing <input type="checkbox"/> Change to an existing policy or function <input checked="" type="checkbox"/>
3	What is the main purpose of the policy/function?	Community Care is about supporting people to live as independently as possible. For adults over the age of 18 – following a social care assessment a person may be eligible to receive services that Trafford Adult Social Services will provide or fund. This is based on a financial assessment and the Council may ask them to contribute towards the cost of the service. A Personal Budget is the amount of money allocated to a recipient of

		<p>care by Trafford Adult Social Services to meet their assessed social care needs/outcomes. A Direct Payment is one of the ways in which recipients of care can receive a Personal Budget. It is the method that is used if a person decides to take their Personal Budget as a cash amount paid directly to purchase and arrange their own support and services as detailed in their care/support plan.</p> <p>Direct Payments recipients receive funds for Care Services they have been assessed as needing, and use providers both on & off the framework and Personal Assistants. The purpose of Direct Payments is to give individuals greater choice & control in the delivery of their support.</p> <p>The proposal is to pay the net amount only of direct payment amount for support needs for adult social care and the individual will need to 'top-up' their assessed charge. This should avoid any potential debt that may arise via non-payment charge.</p>
4	Is the policy/function associated with any other policies of the Authority?	<p>Trafford's Community Care Charging Policy in Support of the Care Act 2014.</p> <p>Trafford Debt Management and Recovery Policy</p>
5	Do any written procedures exist to enable delivery of this policy/function?	<p>The power to charge for care services provided by the Local Authority was written into National Fairer Charging Legislation in 2002. Trafford began charging for services in 2002 and service users have been undergoing financial assessments to establish the rate at which they will pay towards services ever since. Debt recovery process currently identifies users who fall into debt however the audit procedure for Direct Payments will need to be re-written if users are to contribute their fees into their DP in order to ensure users assessed needs are met.</p>

6	Are there elements of common practice not clearly defined within the written procedures? If yes, please state.	Yes- around the audit process. The Direct Payments Team usually audit quarterly or annually but this proposal will mean we have to audit monthly to ensure that the 'top ups' have been made.
7	Who are the main stakeholders of the policy? How are they expected to benefit?	<ul style="list-style-type: none"> • Direct Payment recipients • Providers of adult social care that would be paid via Direct Payments
8	How will the policy/function (or change/improvement), be implemented?	The audit process will change for individuals on Direct Payments from a quarterly/annual audit to a monthly audit. Greater use of pre-payment cards will be encouraged.
9	What factors could contribute or detract from achieving these outcomes for service users?	<ul style="list-style-type: none"> • Individuals capacity to understand the consequences of not topping up/paying contributions i.e. they may not get the care or full assessed need of care provided for • Potential Employment Law around Personal Assistants' hours with due consultation
10	Is the responsibility for the proposed policy or function shared with another department or authority or organisation? If so, please state?	Finance – Exchequer Services

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>The proposal will apply recipients aged 18+ years in Adult Social Care Services only.</p> <p>18-64: 420 65-74: 57 75-84:74 85+: 69</p>
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2	Please specify monitoring information you have available and attach relevant information*	
3	If monitoring has NOT been undertaken, will it be done in the future or do you have access to relevant monitoring data?	n/a

**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?	No
2	Please list any consultations planned, methods used and groups you plan to target. (If applicable)	<p>All Direct Payment service users, providers and interested parties have been invited to attend a consultation workshop.</p> <p><u>Consultation Dates</u> Monday 15th June 2015 – Trafford Town Hall Tuesday 16th June 2015 – Trafford Town Hall Thursday 18th June 2015 – Sale Waterside</p> <p>An online questionnaire has been devised to collate feedback for stakeholders to complete feedback.</p>

3	**What barriers, if any, exist to effective consultation with these groups and how will you overcome them?	A potential barrier to effective consultation was to ensure the clients fully understand what the consultation was asking. This was overcome by writing to each client offering a direct contact telephone number to discuss the consultation questionnaire and also through holding the workshops.
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***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;			✓	Every recipient goes through the standard financial assessment regardless of gender
Pregnant women & women on maternity leave			✓	Every recipient goes through the standard financial assessment

				regardless of maternity status
Gender Reassignment			✓	Every recipient goes through the standard financial assessment regardless of gender
Marriage & Civil Partnership				n/a
Race- include race, nationality & ethnicity (NB: the experiences may be different for different groups)			✓	Every recipient goes through the standard financial assessment regardless of race, nationality or ethnicity. Providers of culturally sensitive services will be informed about the changes and recipients signposted to relevant providers/agencies for support. Any specific requirements or needs relating to culture or race are identified in the Direct Payments process prior to the budget being set.
Disability – physical, sensory & mental impairments			✓	Any specific requirements or needs relating to disability are identified in the Direct Payments process prior to the budget being set. Providers such as the Centre for Independent Living will be informed about the changes.
Age Group - specify eg; older, younger etc)			✓	Any specific requirements or needs relating to age are

				identified in the Direct Payments process prior to the budget being set.
Sexual Orientation – Heterosexual, Lesbian, Gay Men, Bisexual people			✓	Any specific requirements or needs relating to sexual orientation are identified in the Direct Payments process prior to the budget being set.
Religious/Faith groups (specify)			✓	Any specific requirements or needs relating to religion or belief are identified in the Direct Payments process prior to the budget being set.

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

High Medium Low None

F. Could you minimise or remove any negative potential impact? If yes, explain how.	
Race:	n/a
Gender, including pregnancy & maternity, gender reassignment, marriage & civil partnership	n/a
Disability:	n/a
Age:	n/a
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?	n/a
2	Could the policy have an adverse impact on relations between different groups?	
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
Ensure that Direct Payment recipients are fully informed of the changes	Re-word Personal Budget Agreements to incorporate the changes					

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

Signed *D.A. Baker*
Lead Officer
Date June 22nd 2015

Signed *Diane Eaton*
Service Head *Diane Eaton*
Date *14/7/15*

