

EQUALITY IMPACT ASSESSMENT TEMPLATE - TRAFFORD COUNCIL

A. Summary Details		
1	Title of EIA:	To remodel building based day services
2	Person responsible for the assessment:	Christine Warner
3	Contact details:	christine.warner@trafford.gov.uk , telephone 976 4320
4	Section & Directorate:	CFW Adult Social Services
5	Name and roles of other officers involved in the EIA, if applicable:	

B. Policy or Function		
1	Is this EIA for a policy or function?	Policy <input type="checkbox"/> Function <input 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 X <input checked="" type="checkbox"/>
3	What is the main purpose of the policy/function?	Building based day services have reduced as direct payments/ personal budgets implementation has allowed service users greater choice and control over their support, provided away from a day centre building model. Numbers of people using the residual service have reduced and the proposal is to remodel to provide a Learning Disability Unit, in partnership with the CCG, to offer enhanced support to individuals with complex needs and challenging behaviours. Phase 1 would look at transferring the management of the service to an existing

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		<p>Manager to manage in conjunction with the Supported Living Service and to cease accepting referrals to the older people's service, which would lead to cessation of this service. Numbers of attendees are currently low – but people eligible for support would be offered alternative options linked to personal budgets or an alternative commissioned service. This would also allow for the establishment of the remodelled enhanced learning disability day support service, designed to support people with a greater level of need. An alternative option for Phase 1 would be to close the older people's part of the service (via cessation of referrals). Phase 2 would depend on actions taken at Phase 1.</p>
4	Is the policy/function associated with any other policies of the Authority?	Community Care Act and associated policies
5	Do any written procedures exist to enable delivery of this policy/function?	A number of policies are in place linked to social care, health and safety etc.
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?	Older people, disabled people, people with a learning disability their families and carers, staff who work in the service.
8	How will the policy/function (or change/improvement), be implemented?	Vacant posts (x3) will be used along with voluntary redundancy (x1) . The future management of the service will transfer to another manager. Referrals to both the Learning disability & older people's day service will cease and users who currently attend the older people's day support service will be offered alternatives.
9	What factors could contribute or detract from achieving these outcomes for service	People are unwilling to change; families are concerned about the change. If the enhanced service is developed, this will provide support

	users?	and benefits to people with a higher level of need and will benefit more families/ carers.
10	Is the responsibility for the proposed policy or function shared with another department or authority or organisation? If so, please state?	The proposal for the enhanced service is shared with Trafford Clinical Commissioning Group (CCG)

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?	People who currently use the service are older people or people with a learning disability.
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?	Yes monitoring will be carried out

**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	No
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	completing this EIA?	
2	Please list any consultations planned, methods used and groups you plan to target. (If applicable)	The proposal is part of the 2015/16 budget consultation process. To date staff have only been briefed on proposals. A follow up briefing will take place in February 2015 followed by a formal consultation process when more work has been completed on the new day centre model for learning disability
3	**What barriers, if any, exist to effective consultation with these groups and how will you overcome them?	None

***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;		Low		The current Princess Centre service is provided to both men & women. The impact of the proposals will be low due to the availability of alternative day-care options offering the same level of support. Existing service

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				users will be offered support to seek an alternative option if they choose. The learning disability day service – impact not known until phase 2 has been confirmed
Pregnant women & women on maternity leave			X	No Impact as staff who are pregnant or on maternity leave will be included in any briefing or consultation.
Gender Reassignment			X	No Impact
Marriage & Civil Partnership			X	No Impact
Race- include race, nationality & ethnicity (NB: the experiences may be different for different groups)			X	No Impact
Disability – physical, sensory & mental impairments		Low		The majority of service users attending the older people’s day service have mental impairment. The impact will be low due to the availability of alternative day support services which can offer the same level of support. Service users will be supported through this transitional process by the appropriate professionals. The learning disability day

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				service – impact not known until phase 2 has been confirmed and a further EIA will be completed.
Age Group - specify eg; older, younger etc)		Low		<p>All service users attending the older peoples day service are over the age of 65 and as such will be impacted to a greater extent by the cessation of the referrals and eventually the service.</p> <p>The impact of the proposals will be low due to the availability of alternative day service options offering the same level of support. Existing service users will be offered support to seek an alternative option if they choose.</p> <p>Learning disability day service – impact not known until phase 2 has been confirmed</p>
Sexual Orientation – Heterosexual, Lesbian, Gay Men, Bisexual people				No Impact
Religious/Faith groups (specify)				No Impact

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:	Please see above for mitigation action
Gender, including pregnancy & maternity, gender reassignment, marriage & civil partnership	
Disability:	
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?
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
Phase 1 Learning disability day service implementation	No Action Required					
Phase 1 Older peoples day service - cessation of service	Cease all referrals to the service	10th Feb 2015	C. Warner	Business Plan		
Phase 1 Learning Disability & Older peoples day service proposals for staff	Undertake staff briefing of progress to date Service users & families to be briefed	10 th Feb 2015 Week comm 23 rd Feb 2015	C. Warner	Business Plan		

Phase 2 Learning Disability Day service Consultation	Prepare consultation document and undertake staff consultation when phase 2 proposal completed	Prepare consultation document and undertake staff consultation when phase 2 proposal completed	C. Warner	Business Plan		
Phase 2 Older peoples service	Consult with staff re cessation of service. Support offered to service users to find alternatives.	Consultation will take place with both staff & service users. This will take place when service reaches natural ending or service & staffing structures will be reviewed as	C. Warner	Business Plan		

		part of phase 2				
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Please ensure that all actions identified are included in the attached action plan and in your service plan.

Signed
Lead Officer
Date

C. Warner
Chris Warner
9/2/15

Signed
Service Head
Date

Diane Eaton
Diane Eaton
9/2/15