

## Equality Impact Assessment (EqIA) Template

<b>Type of Decision: Tick ✓</b>	✓	Cabinet		Portfolio Holder		Other (explain)	
Date decision to be taken:	February 2016						
Value of savings to be made (if applicable):	£139k						
Title of Project:	Southdown supported living						
Reference:	PA_12						
Directorate / Service responsible:	Adult Social Care						
Name and job title of Lead Officer:	Jonathan Price						
Name & contact details of the other persons involved in the assessment:	Lynne Ahmad – Service Manager						
Date of assessment (including review dates):							

### Stage 1: Overview

<p><b>1. What are you trying to do?</b></p> <p>(Explain your proposals here e.g. introduction of a new service or policy, policy review, changing criteria, reduction / removal of service, restructure, deletion of posts etc)</p>	<p>This proposal is one of the projects falling within the Transforming Adult Social Care work stream under 'Project Infinity' and as such should not be viewed in isolation but as one part of a package of savings proposals to be delivered.</p> <p>The service is a seven bedded registered unit supporting people with learning disabilities, located at Southdown Crescent Harrow.</p> <p>The unit currently has one void and care management have indicated that it is not a service they refer to for future placements.</p> <p>The current client group have increased in their individual needs since initial placement and care management reviews have identified that placements through other services are now more appropriate.</p> <p><b>Savings Proposal:</b></p> <p>The proposal is to close the unit and move service users to more appropriate placements that better meet their needs. The proposal delivers a savings of £139K in 2016/17.</p> <p>The building is not Council stock and will be handed back to Network Housing.</p>
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<b>2. Who are the main people / Protected Characteristics that may be affected by your proposals? (✓ all that apply)</b>	<b>Service Users</b>	✓	Partners		Stakeholders	
	<b>Staff</b>	✓	Age		Disability	✓
	Gender Reassignment		Marriage and Civil Partnership		Pregnancy and Maternity	
	Race	✓	Religion or Belief	✓	Sex	✓
	Sexual Orientation		Other			

<b>3. Is the responsibility shared with another directorate, authority or organisation? If so:</b> <ul style="list-style-type: none"> <li>Who are the partners?</li> <li>Who has the overall responsibility?</li> <li>How have they been involved in the assessment?</li> </ul>	Adult social Care has overall responsibility for this proposal. Service managers and commissioners have undertaken the assessment
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## Stage 2: Evidence & Data Analysis

<p>4. What evidence is available to assess the potential impact of your proposals? This can include census data, borough profile, profile of <b>service users, workforce profiles</b>, results from consultations and the involvement tracker, customer satisfaction surveys, focus groups, research interviews, staff surveys, press reports, letters from residents and complaints etc. Where possible include data on the nine Protected Characteristics.</p> <p>(Where you have gaps (data is not available/being collated for any Protected Characteristic), you may need to include this as an action to address in your Improvement Action Plan at Stage 6)</p>
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Protected Characteristic	Evidence	Analysis & Impact
Age (including carers of young/older people)	6 service users; aged between – 34-64 years of age	All service users are of working age. As the proposal will identify more appropriate placements for service users that better suits their needs there is unlikely to be an adverse impact on this protected characteristic.
Disability (including carers of disabled people)	All service users have learning disabilities	All service users have a disability. As the proposal will identify more appropriate placements for service users that better suits their needs there is unlikely to be an adverse

		impact on this protected characteristic.
Gender Reassignment	Information not available	As the proposal will identify more appropriate placements for service users that better suits their needs there is unlikely to be an adverse impact on this protected characteristic.
Marriage / Civil Partnership	Of the 6 service users, the majority of them are single.	As the proposal will identify more appropriate placements for service users that better suits their needs there is unlikely to be an adverse impact on this protected characteristic.
Pregnancy and Maternity	Information not available	All service users are of working age. As the proposal will identify more appropriate placements for service users that better suits their needs there is unlikely to be an adverse impact on this protected characteristic.
Race	1 service user is of a Mixed Background and 5 are White British	The majority of residents in Southdown are White English. As the proposal will identify more appropriate placements for service users that better suits their needs there is unlikely to be an adverse impact on this protected characteristic.
Religion and Belief	Information not available	As the proposal will identify more appropriate placements for service users that better suits their needs there is unlikely to be an adverse impact on this protected characteristic.
Sex / Gender	Information not available.	As the proposal will identify more appropriate placements for service users that better suits their needs there is unlikely to be an adverse impact on this protected characteristic.
Sexual Orientation	Information not available	All service users are of working age. As the proposal will identify more appropriate placements for service users that better suits their needs there is unlikely to be an adverse

impact on this protected characteristic.

### Stage 3: Assessing Potential Disproportionate Impact

5. Based on the evidence you have considered so far, is there a risk that your proposals could potentially have a disproportionate adverse impact on any of the Protected Characteristics?

	Age (including carers)	Disability (including carers)	Gender Reassignment	Marriage and Civil Partnership	Pregnancy and Maternity	Race	Religion and Belief	Sex	Sexual Orientation
Yes									
No	✓	✓	✓	✓	✓	✓	✓	✓	✓

**YES** - If there is a risk of disproportionate adverse Impact on any **ONE** of the Protected Characteristics, continue with the rest of the template.

- **Best Practice:** You may want to consider setting up a Working Group (including colleagues, partners, stakeholders, voluntary community sector organisations, service users and Unions) to develop the rest of the EqIA
- It will be useful to also collate further evidence (additional data, consultation with the relevant communities, stakeholder groups and service users directly affected by your proposals) to further assess the potential disproportionate impact identified and how this can be mitigated.
- **NO** - If you have ticked 'No' to all of the above, then go to **Stage 6**
- Although the assessment may not have identified potential disproportionate impact, you may have identified actions which can be taken to advance equality of opportunity to make your proposals more inclusive. These actions should form your Improvement Action Plan at Stage 6

### Stage 4: Further Consultation / Additional Evidence

6. What further consultation have you undertaken on your proposals as a result of your analysis at **Stage 3**?

Who was consulted? What consultation methods were used?	What do the results show about the impact on different groups / Protected Characteristics?	What actions have you taken to address the findings of the consultation? E.g. revising your proposals
Service users, their carers and families. Face to face meeting as well as information provided in hard copy. Service users, carers and	Service users, carers and families understand that the accommodation at Southdown is no longer suitable to meet their changing needs. During the	Service users and their families will be fully involved in the process for identifying alternative placements. Their views will be sought and taken in

families were able to submit their views by email, phone, letter or in person.	consultation meeting there was some concern expressed by families about whether or not alternative placements would be found in Harrow; There were also questions about who would pay for the accommodation and how the transition process would be managed. Service users expressed their preferences for alternative accommodation; one service user said that she would like to live with her sister; another service user said that she would like to live in Kenton. Service users and their families were keen to ensure that new placements were centrally located and offered service users access to shops and amenities.	to account during the care management review process and the planning of alternative placements.

### Stage 5: Assessing Impact

**7.** What does your evidence tell you about the impact on the different Protected Characteristics? Consider whether the evidence shows potential for differential impact, if so state whether this is a positive or an adverse impact? If adverse, is it a minor or major impact?

Protected Characteristic	Positive Impact ✓	Adverse Impact		Explain what this impact is, how likely it is to happen and the extent of impact if it was to occur.  <b>Note – Positive impact can also be used to demonstrate how your proposals meet the aims of the PSED Stage 7</b>	What measures can you take to mitigate the impact or advance equality of opportunity? E.g. further consultation, research, implement equality monitoring etc <b>(Also Include these in the Improvement Action Plan at Stage 6)</b>
		Minor ✓	Major ✓		
Age (including carers of young/older people)	✓			All service users are of working age and will be impacted by the proposals however this should result in service users being found alternative placements that better suit their needs.	The impact on this group will be mitigated by individual care management reviews and planning. This process will take in to account their personal preferences and interests.
Disability (including carers of	✓			All service users have a learning disability and will be affected by the proposals however this should result in service users being placed in alternative placements that better suit their needs.	The impact on this group will be mitigated by individual care management reviews and planning. This process will take in to account their personal preferences, abilities and interests.

disabled people)					
Gender Reassignment				Impact unknown	The impact on this group will be mitigated by individual care management reviews and planning. This process will take in to account their personal preferences and interests.
Marriage and Civil Partnership	✓			All service users are single and will be affected by the proposals however this should result in service users being placed in alternative accommodation that better suits their needs.	The impact on this group will be mitigated by individual care management reviews and planning. This process will take in to account their personal preferences and interests.
Pregnancy and Maternity				No Impact	The impact on this group will be mitigated by individual care management reviews and planning. This process will take in to account their personal preferences and interests.
Race				5 of the 6 service users are White British, and one is of mixed background. This group will be affected by the proposals however this should result in them being placed in more suitable accommodation that better suits their needs.	The impact on this group will be mitigated by individual care management reviews and planning. This process will take in to account their personal preferences and interests.
Religion or Belief				Impact unknown	The impact on this group will be mitigated by individual care management reviews and planning. This process will take in to account their personal preferences and interests.
Sex	✓			Of the 6 service users, all are female. This group will be affected by the proposals however should result in more appropriate placements that better meets their needs.	The impact on this group will be mitigated by individual care management reviews and planning. This process will take in to account their personal preferences and interests.
Sexual orientation				Impact unknown	The impact on this group will be mitigated by individual care management reviews and planning. This process will take in to account their personal preferences and interests.

<b>8. Cumulative Impact</b> – Considering what else is happening within the Council and Harrow as a whole, could your proposals have a cumulative impact on a particular Protected Characteristic?  If yes, which Protected Characteristics could be affected and what is the potential impact?	Yes	✓	No	
	A number of proposals under the Transforming Adult Social Care work stream will impact Adult social care service users in particular those with a disability who could experience a number of changes to the way they currently receive services from the Council.			
<b>9. Any Other Impact</b> – Considering what else is happening within the Council and Harrow as a whole (for example national/local policy, austerity, welfare reform, unemployment levels, community tensions, levels of crime) could your proposals have an impact on individuals/service users socio economic, health or an impact on community cohesion?  If yes, what is the potential impact and how likely is it to happen?	Yes		No	✓

### Stage 6 – Improvement Action Plan

List below any actions you plan to take as a result of this Impact Assessment. These should include:

- Proposals to mitigate any adverse impact identified
- Positive action to advance equality of opportunity
- Monitoring the impact of the proposals/changes once they have been implemented
- Any monitoring measures which need to be introduced to ensure effective monitoring of your proposals? How often will you do this?

Area of potential adverse impact e.g. Race, Disability	Proposal to mitigate adverse impact	How will you know this has been achieved? E.g. Performance Measure / Target	Lead Officer/Team	Target Date
Age, Disability, Race and Sex	Care management reviews and planning.	Completion of care management reviews	Jonathan Price/ Care Management	March 2016
Race	Care management reviews and planning	Completion of care management	Jonathan Price/ Care Management	March 2016

		reviews		
Sex	Care management reviews and planning	Completion of care management reviews	Jonathan Price/ Care Management	March 2016

### Stage 7: Public Sector Equality Duty

<p><b>10.</b> How do your proposals meet the Public Sector Equality Duty (PSED) which requires the Council to:</p> <ol style="list-style-type: none"> <li>1. Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010</li> <li>2. Advance equality of opportunity between people from different groups</li> <li>3. Foster good relations between people from different groups</li> </ol>	<p>This proposal meets the Public Sector Equality Duty as it aims to prevent unlawful discrimination, harassment and victimisation by encouraging greater independence for service users. All efforts will be made following assessment to ensure that potential disproportionate effects will be reduced, and service users are able to choose suitable services that meet their needs.</p>
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### Stage 8: Recommendation

**11.** Please indicate which of the following statements best describes the outcome of your EqIA ( ✓ tick one box only)

<b>Outcome 1</b> – No change required: the EqIA has not identified any potential for unlawful conduct or disproportionate impact and all opportunities to advance equality of opportunity are being addressed.	✓
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<b>Outcome 2</b> – Minor Impact: Minor adjustments to remove / mitigate adverse impact or advance equality of opportunity have been identified by the EqIA and these are listed in the Action Plan above.	
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<b>Outcome 3</b> – Major Impact: Continue with proposals despite having identified potential for adverse impact or missed opportunities to advance equality of opportunity. In this case, the justification needs to be included in the EqIA and should be in line with the PSED to have 'due regard'. In some cases, compelling reasons will be needed. You should also consider whether there are sufficient plans to reduce the adverse impact and/or plans to monitor the impact. <b>(Explain this in Q12 below)</b>	
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<b>12.</b> If your EqIA is assessed as <b>outcome 3</b> explain your justification with full reasoning to continue with your proposals.	
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### Stage 9 - Organisational sign Off

<b>13.</b> Which group or committee considered, reviewed and agreed the EqIA and the Improvement Action Plan?	
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Signed: (Lead officer completing EqIA)		Signed: (Chair of DETG)	
Date:		Date:	
Date EqIA presented at the EqIA Quality Assurance Group (if required)		Signature of DETG Chair	