

## Equality Impact Assessment

The Council has a duty to consider the needs and requirements of the community who are affected by our policies and procedures. This checklist has been developed to ensure that relevant groups are neither directly or indirectly discriminated against in the planning and delivery of Council services in compliance with legislation and good practice.

An impact assessment is a systematic way of finding out the impact of a policy or proposed policy on different groups. Officers are required to identify the likely outcomes/impacts that may result from introducing a policy/procedure.

Examples of groups that can be disadvantaged if their specific needs are not considered are women/parents/carers, people from different ethnic minorities, people with disabilities/impairments and Welsh speakers.

### **How should you assess impact?**

1. Identifying the objectives of your policy and how it will work
2. Examining the data and research available
3. Assessing the likely impact on equality
4. Consulting people who are likely to be affected by your policy
5. Making arrangements to monitor and review your policy and its impact
6. Publishing the results of the assessment

**It is the responsibility of the Head of Service or Operational Manager responsible for each policy to ensure that an assessment has been completed for the policy identified.**

The form should be completed electronically and returned to the Equalities Section :

[LJBrown@valeofglamorgan.gov.uk](mailto:LJBrown@valeofglamorgan.gov.uk)

If you have any queries, telephone: 01446 709362

**Policy/practice title: Reduced Funding to support services to carers**

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|--|--|
| <b>Who is responsible for developing and implementing the policy/practice?</b> |  |
| Name: Chris Payne  | Job Title: Business Support Manager        |
| Directorate: Social Services   | Division: Business Management & Innovation |
| Assessment Date: 11 <sup>th</sup> March 2011                                   |  |

**1. Objectives**

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| <b>What are the objectives of the policy/practice being developed or reviewed?</b>   |
| <ul style="list-style-type: none"> <li>To ensure that carers funding is used appropriately to meet the needs of the Informal Carers within the Vale of Glamorgan.</li> <li>To ensure that the services commissioned are needed and are provided efficiently to ensure that value for money is achieved</li> <li>To ensure that carers funding is used appropriately to meet the priorities detailed in the Carers Strategy.</li> </ul> |

**2. Background data:**

|  |                 |
|--|-----------------|
| <b>Who is intended to benefit from this policy/practice?</b>   | <b>Please ✓</b> |
| All residents of the Vale of Glamorgan   |                 |
| Internal departments (please state): Adult Services, Corporate Finance   |                 |
| Customers/residents in a specific geographical location  |                 |
| Specific customers (age, gender, etc.)<br>Please identify: <ul style="list-style-type: none"> <li>Carers of vulnerable adults and children within the Vale of Glamorgan.</li> <li>Service users who are supported through funding.</li> </ul>  | ✓               |
| Other<br>Please specify:   |                 |
| <b>What research or baseline information do you have about how your service is used by various groups of people?</b>   |                 |
| <ul style="list-style-type: none"> <li>Recent carers report which was received and endorsed by Scrutiny Committee</li> <li>Number of carers assessments undertaken</li> <li>Attendances at carers' days and events</li> <li>Evidence of varying levels and types of support offered to carers</li> </ul> |                 |

**3. Gender**

Will the policy/practice have a **negative impact** directly or indirectly on different genders?

| <b>Please ✓</b> | <b>Yes</b> | <b>No</b> |
|-----------------|------------|-----------|
| Women           |            | ✓         |
| Men             |            | ✓         |

Will the policy/practice have a **positive impact** directly or indirectly on different genders?

| <b>Please ✓</b> | <b>Yes</b> | <b>No</b> |
|-----------------|------------|-----------|
| Women           | ✓          |           |
| Men             | ✓          |           |

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| <b>Please give details of the negative impact?</b>   |
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| <b>Please give details of the positive impact?</b>   |
| By ensuring that the available resources to support carers meets the needs of those in a caring role, there will be positive impacts for the people that they support. Service users and those who care for them are not gender specific, therefore by ensuring that carers are supported effectively through efficient use of funds, service users will continue to be supported in a consistent manner by those closest to them. |
| <b>What action(s) can you take to mitigate the negative impact?</b>  |
|  |
| <b>What action(s) can you take to have a more positive impact?</b>   |
| Ensuring funding strategies meet the needs of carers.  |
| <b>What supporting evidence do you have?</b>   |
| Feedback on initiatives provided by carers who utilise services.   |

#### 4. Race

People from different black and minority ethnic communities may use Council services differently (for example will women from certain minority communities use the Council's swimming pool more often if same sex swimming arrangements are in place).

Will the policy/practice have a **negative impact** on the following groups?

| <b>Please ✓</b>                      | <b>Yes</b> | <b>No</b> |
|--------------------------------------|------------|-----------|
| Black and minority ethnic population |            | ✓         |
| Economic migrants                    |            | ✓         |
| Asylum seekers and refugees          |            | ✓         |

Will the policy/practice have a **positive impact** on the following groups?

| <b>Please ✓</b>                      | <b>Yes</b> | <b>No</b> |
|--------------------------------------|------------|-----------|
| Black and minority ethnic population |            | ✓         |
| Economic migrants                    |            | ✓         |
| Asylum seekers and refugees          |            | ✓         |

|   |
|---|
| <b>Please give details of the negative impact?</b>                  |
|   |
| <b>Please give details of the positive impact?</b>                  |
|   |
| <b>What action(s) can you take to mitigate the negative impact?</b> |
|   |
| <b>What action(s) can you take to have a more positive impact?</b>  |
|   |
| <b>What supporting evidence do you have?</b>                        |

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## 5. Disability

Will the policy/practice have a **negative impact** on people with disabilities?

| <b>Disability: please ✓</b> | <b>Yes</b> | <b>No</b> |
|-----------------------------|------------|-----------|
| Visually impaired           |            | ✓         |
| Hearing impairment          |            | ✓         |
| Physically disabled         |            | ✓         |
| Learning disability         |            | ✓         |
| Mental health problem       |            | ✓         |
| Other:                      |            | ✓         |

Will the policy/practice have a **positive impact** on people with disabilities e.g. will services be more accessible?

| <b>Disability: please ✓</b> | <b>Yes</b> | <b>No</b> |
|-----------------------------|------------|-----------|
| Visually impaired           | ✓          |           |
| Hearing impairment          | ✓          |           |
| Physically disabled         | ✓          |           |
| Learning disability         | ✓          |           |
| Mental health problem       | ✓          |           |
| Other:                      |            |           |

### **Please give details of the negative impact?**

### **Please give details of the positive impact?**

By ensuring that carers support funds meets the needs of those in a caring role, there will be positive impacts for the people that they support. These service users have varying disabilities and impairments which mean they require the support of a carer. By ensuring that carers are supported effectively through the efficient use of funds the Directorate can ensure that service users continue to be supported in a consistent manner by those closest to them.

### **What action(s) can you take to mitigate the negative impact?**

### **What action(s) can you take to have a more positive impact?**

Ensuring that funds are utilised appropriately to enable carers to remain in their caring role.

### **What supporting evidence do you have?**

## 6. Welsh language

Will the policy/practice have a **negative impact** on the Welsh language?

| <b>Please ✓</b> | <b>Yes</b> | <b>No</b> |
|-----------------|------------|-----------|
|                 |            | ✓         |

Will the policy/practice provide a **positive impact** on the Welsh language, in accordance with the Council's Welsh Language Scheme, e.g. translation of documents, Welsh speaking member of staff, bilingual automated telephone system, bilingual forms, etc.?

| Please ✓ | Yes | No |
|----------|-----|----|
|          |     | ✓  |

|   |
|---|
| <b>Please give details of the negative impact?</b>                  |
|   |
| <b>Please give details of the positive impact?</b>                  |
|   |
| <b>What action(s) can you take to mitigate the negative impact?</b> |
|   |
| <b>What action(s) can you take to have a more positive impact?</b>  |
|   |
| <b>What supporting evidence do you have?</b>                        |
|   |

## 7. Age

Will the policy/practice have a **negative impact** for younger/older people?

| Please ✓       | Yes | No |
|----------------|-----|----|
| Under 25 years |     | ✓  |
| Over 50 years  |     | ✓  |

Will the policy/practice provide a **positive impact** for younger/older people?

| Please ✓       | Yes | No |
|----------------|-----|----|
| Under 25 years | ✓   |    |
| Over 50 years  | ✓   |    |

|  |
|--|
| <b>Please give details of the negative impact?</b>   |
|  |
| <b>Please give details of the positive impact?</b>   |
| <ul style="list-style-type: none"> <li>• Services are available which are more appropriate to meet the needs of carers</li> <li>• Enable carers to feel valued and so continue in their caring role</li> <li>• Give carers a valuable time away from daily tasks</li> <li>• Support carers in ways outside of the 'norm'.</li> </ul> |
| <b>What action(s) can you take to mitigate the negative impact?</b>  |
|  |
| <b>What action(s) can you take to have a more positive impact?</b>   |
| <ul style="list-style-type: none"> <li>• Continued consultation with stakeholders to ensure needs are being met.</li> </ul>  |
| <b>What supporting evidence do you have?</b>   |
| <ul style="list-style-type: none"> <li>• Success of existing schemes implemented such as Carers emergency card and use of £250 grant scheme which has helped to maintain relatives in a caring role.</li> </ul>  |

## 8. Religion and belief

Will the policy/practice provide a **negative impact** for people with different religions or beliefs?

Equality Impact Assessment

Rev Date: July 2009

Tim Greaves, Corporate Equality Group

| Religion/belief: please ✓ | Yes | No |
|---------------------------|-----|----|
|                           |     | ✓  |

Will the policy provide a **positive impact** for people with different religions or beliefs?

| Religion/belief: please ✓ | Yes | No |
|---------------------------|-----|----|
|                           | ✓   |    |

|   |
|---|
| <b>Please give details of the negative impact?</b>  |
|   |
| <b>Please give details of the positive impact?</b>  |
| Religious needs can be identified through more timely carers assessments  |
| <b>What action(s) can you take to mitigate the negative impact?</b>   |
|   |
| <b>What action(s) can you take to have a more positive impact?</b>  |
| Reviewing whether there is demand to support people to meet the needs of their faith.                             |
| <b>What supporting evidence do you have?</b>  |
| Funding available will allow for choices to be made that can allow carers/service users to practice their faiths. |

## 9. Sexual orientation

Will the policy provide a **negative impact** for gay men/lesbians/bisexuals

| Sexual orientation: please ✓ | Yes | No |
|------------------------------|-----|----|
| Gay men/lesbians/bisexuals   |     | ✓  |

Will the policy provide a **positive impact** for gay men/lesbians/bisexuals?

| Sexual orientation: please ✓ | Yes | No |
|------------------------------|-----|----|
| Gay men/lesbians/bisexuals   |     | ✓  |

|   |
|---|
| <b>Please give details of the negative impact?</b>                  |
|   |
| <b>Please give details of the positive impact?</b>                  |
|   |
| <b>What action(s) can you take to mitigate the negative impact?</b> |
|   |
| <b>What action(s) can you take to have a more positive impact?</b>  |
|   |
| <b>What supporting evidence do you have?</b>                        |
|   |

## 10. Consultation

What arrangements have been made to consult with:

- men/women/parents/carers
- the black and minority ethnic community (including asylum seekers, refugees, economic migrants)
- people with disabilities / impairments (sensory, physical, learning, medical etc)

- the Welsh speaking community
- other 'hard to reach' or vulnerable groups (e.g. young/older people, low income families)

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| <b>Consultation activities that have taken place (include the method of consultation e.g. focus group, survey, public meeting, citizens panel, etc.)</b> |
| Meetings with providers to identify services to be offered.  |
| Meetings with relevant staff to discuss options available.   |
| <b>Who was consulted?</b>  |
| Carers Strategic Group, stakeholders   |
|  |
| <b>How have the results of the consultation been implemented?</b>  |
| <ul style="list-style-type: none"> <li>• Budget allocations identified and service changes implemented</li> </ul>  |

### 11. Monitoring

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| <b>How will you monitor the impact of this policy on service users?</b>  |
| <ul style="list-style-type: none"> <li>• Monitoring of information relating to services provided</li> <li>• Use of funding streams</li> </ul>              |
| <b>What monitoring data will you collect (number of people with a disability, black and minority ethnic communities, women/men, Welsh speakers, etc.)?</b> |
| Number of carers assessments, those continues to be supported. Type of support offered. Use of funding.  |

### Publication of policy

How will you publish and publicise the policy to ensure equality of access to this information (including raising awareness with minority groups, publishing information in accessible formats, etc.)?

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| Details:  |
| Details will be provided where appropriate to relevant stakeholders and be publicised on the Council website. |

### 12. Further action

Any recommendations for action that you plan to take as a result of this impact assessment (listed in the sections above) should be included in your Team Plan or Departmental Service Plan.

### 13. Completed Impact Assessments:

Email a copy of this form to the Corporate Equalities Officer. Completed forms will be published on the Council's website.

### 14. Authorisation

(This form should be authorised by the relevant Head of Service or Operational Manager for the department).

|                     |       |
|---------------------|-------|
| Approved by (name): | Date: |
| Designation:        |       |