



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.

Policy/practice title: Day Service Reconfiguration in Adult Services

Who is responsible for developing and implementing the policy/practice?	
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Name: Carys Lord	Job Title: Head of Service
Directorate: Social Services	Division: Adult Social Services
Assessment Date: 16 th November 2010	

1. Objectives

What are the objectives of the policy/practice being developed or reviewed?
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- To review the provision of Adult Day Services provided by the Council to ensure appropriate services are made available to those assessed as requiring support.
- To upgrade three of the current day services buildings to better meet the needs of people with a disability in accordance with the Disability Discrimination Act
- To deliver an increased and specialist Day Services for the most vulnerable client groups in the Vale.

2. Background data:

Who is intended to benefit from this policy/practice?	Please ✓
All residents of the Vale of Glamorgan	
Internal departments (please state):	
Customers/residents in a specific geographical location	
Specific customers (age, gender, etc.) Please identify: Adult day service users with varying needs in particular users with learning and physical disability and older people over 65 with dementia.	✓

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Other Please specify: The plan will assist the planning process for younger people with learning and physical disability	✓
What research or baseline information do you have about how your service is used by various groups of people?	
<ol style="list-style-type: none"> 1. Analysis of current and future service needs using demographic information based on the numbers of people in the Vale who currently use day services and the anticipated demand for services in the future. 2. Consultation took place with service providers and users concerning current services and how services could be improved. 3. A condition survey report of the 3 day services buildings, as part of a capital allocation proposal 	

3. Gender

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

Please ✓	Yes	No
Women		✓
Men		✓

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

Please ✓	Yes	No
Women	✓	
Men	✓	

Please give details of the negative impact?
n/a
Please give details of the positive impact?
Individual assessments of service users will address any individual gender needs together with the Day Service plan that will be delivered.
What action(s) can you take to mitigate the negative impact?
n/a
What action(s) can you take to have a more positive impact?
Equality and Diversity training provided to relevant employees, and as part of the induction programme for all staff
What supporting evidence do you have?
Specialist provision relating to gender is recognised and evidenced in individual care plans, and Day Service plans and reviews.

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?

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Please ✓	Yes	No
Black and minority ethnic population		✓
Economic migrants		✓
Asylum seekers and refugees		✓

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

Please ✓	Yes	No
Black and minority ethnic population	✓	
Economic migrants		✓
Asylum seekers and refugees		✓

Please give details of the negative impact?
n/a
Please give details of the positive impact?
Unified assessments and day service assessments will ensure that the service is responsive to specific cultural needs.
What action(s) can you take to mitigate the negative impact?
n/a
What action(s) can you take to have a more positive impact?
Provide Equalities, Human Rights, Deprivation of Liberty and Diversity training for relevant day service staff and partner agency staff.
What supporting evidence do you have?
Assessments in care plans and day service plans, identifying individual needs

5. Disability

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

Disability: please ✓	Yes	No
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?

Disability: please ✓	Yes	No
Visually impaired	✓	
Hearing impairment	✓	
Physically disabled	✓	
Learning disability	✓	
Mental health problem	✓	
Other:	✓	

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Please give details of the negative impact? There may be a risk that service users are upset by the relocation of the services.
Please give details of the positive impact?
<ol style="list-style-type: none"> 1. Ensuring that all day services buildings comply with Health and Safety and regulatory standards and the Disability Discrimination Act, 2. Ensuring that buildings are fit for purpose and equipped to reduce risks for service users and staff teams 3. Day Services are targeted at those most in need in the Vale, and are prioritised to be able to meet existing and emerging needs 4. The requirements of those with physical and mental health needs are understood and appropriately provided for by way of individual assessments and advocacy where appropriate.
What action(s) can you take to mitigate the negative impact?
<ol style="list-style-type: none"> 1. Ensure that people who require day services are individually assessed by a case manager as part of the unified assessment process. 2. A risk identification tool is completed as part of the assessment to ensure an outcome based day service plan can be delivered with any risk catered for. 3. Make referrals for specialist involvement, where required, including medical and therapeutic support. 4. The capital improvements to buildings which includes toilet, access and bathing improvements will better meet the needs of users with a disability.
n/a
What action(s) can you take to have a more positive impact?
<ol style="list-style-type: none"> 1. Improvement of current facilities and increased options for service users. 2. Focus the capital and revenue resources of the council on day service users who are most in need
What supporting evidence do you have?
The review of current provision and future options,

6. Welsh language

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

Please ✓	Yes	No
		✓

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
		✓

Please give details of the negative impact?
n/a
Please give details of the positive impact?
n/a
What action(s) can you take to mitigate the negative impact?
n/a

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What action(s) can you take to have a more positive impact?
n/a
What supporting evidence do you have?
Language needs will continue to be identified and addressed by individual assessments and availability of welsh speaking social workers where required by service users or their relatives.

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	✓	

Please give details of the negative impact?
n/a
Please give details of the positive impact?
The service will assist carers of all ages.
What action(s) can you take to mitigate the negative impact?
Wherever individuals require support a unified assessment is undertaken to ensure that their individual needs and circumstances are documented for those providing care in day services.
What action(s) can you take to have a more positive impact?
The service is specific to users over 18 years of age
What supporting evidence do you have?
Consultation has taken place with carers, users and 3 rd Sector providers. Further consultation will take place in 2011

8. Religion and belief

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

Religion/belief: please ✓	Yes	No
		✓

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

Religion/belief: please ✓	Yes	No
	✓	

Please give details of the negative impact?
n/a
Please give details of the positive impact?
Individual assessments of need and day service plans will identify religious needs.
What action(s) can you take to mitigate the negative impact?
n/a

What action(s) can you take to have a more positive impact?
n/a
What supporting evidence do you have?
Care plans and increasing choice will enable individuals 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		✓

Please give details of the negative impact?
n/a
Please give details of the positive impact?
n/a
What action(s) can you take to mitigate the negative impact?
n/a
What action(s) can you take to have a more positive impact?
Training for employees on LGBT issues
What supporting evidence do you have?
n/a

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)**

Consultation activities that have taken place (include the method of consultation e.g. focus group, survey, public meeting, citizens panel, etc.)
Consultation activities have and will include: meetings, direct correspondence, website publication, and reports to Cabinet and Scrutiny committees.
Who was consulted?
Carers, service users and independent and third sector stakeholders.
How have the results of the consultation been implemented?
An analysis of the consultation has been reported to Cabinet and to Scrutiny Committee previously. A report will be provided summarising consultation, providing analysis of available data and concluding with recommendations for next steps.

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Social services meets the following corporate objectives:

- “To make the Vale a safe, healthy and enjoyable place in which individuals, children and families can live their lives to the full”; and
- “To manage the Council’s workforce, money and assets efficiently and effectively in order to maximise its ability to achieve its service aims”.

11. Monitoring

How will you monitor the impact of this policy on service users?

1. An annual review will take place, monitoring capacity for Day Services provision against levels of demand, and emerging service issues
2. The Service plans and Team Business plans including Day Services are reviewed annually to agree action plans for the following year
3. The impact on the Health and Well being of all day service users are a key objective for the council. Opportunity to promote rehabilitation and independence, will be progressed as a key objectives in Day Services
4. Unified assessment reviews and reassessment if needs have changed.
5. Annual Day Service plans reviews are held with full participation of users, relatives and relevant others to ensure that the service is outcome based

What monitoring data will you collect (number of people with a disability, black and minority ethnic communities, women/men, Welsh speakers, etc.)?

Information on Disability, use made of service by younger people, ethnic monitoring; information on gender; Welsh language use and religion.

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.)?

The reports to Cabinet and Scrutiny Committee are published on the Council’s website. The outcome will be communicated to all the key stakeholders who took part in the consultation exercise and individual service users and their relatives affected by any decision will be informed directly.