

**STIRLING COUNCIL: EQUALITY IMPACT ASSESSMENT FORM
SUMMARY DETAILS**



1. Title of policy, strategy, service, function or proposal:

SERVICE

SOC005 - Shared Social Services: Adult Provision	Social Services
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2. Lead Officer (Head of Service / Service Manager) responsible for undertaking assessment and Contact Officer details:

Lead Officer : Title and Name	Contact Officer : Title and Name
Linda Melville – Service Manager	Linda Melville – Service Manager

3. Which other Council Services or partner agencies are / will be involved in the delivery of this policy, strategy, service, function or proposal?

Clackmannanshire Council

4. Have they been involved in the Equality Impact Assessment process and if so how?

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5. What is the nature of the change being proposed? *(Tick all that apply)*

Review of existing policy/strategy		Introduction of a new policy/strategy		Removal of existing service		Increased budget	
Review of existing service/function	✓	Introduction of new service/function	✓	Decreased budget	✓	Other (please specify) e.g. technical, progress, or procedural report	

6. For changes with implications for budgets, please also complete the following information:

Current expenditure on this service/ function (£'000s)	In Council area	£100,000
	In/for specific community/ies (where known)	
Total Anticipated Savings/ proposed increased spend (£'000s)	In/for Council area	£25,000
	In specific community/ies (where known)	
Timescale for implementation	Start date for savings/increased spend	01/04/2014
	End Date for savings/increased spend	31/03/2019

	Phasing e.g. Year 1- £'000's,Year 2 - £'000's	Cost Year 1 - £15,000 Potential Saving Year 1 - £25,000 Net Saving Year 1 - £10,000 Year 2 Annual Saving - £25,000 Year 3 Annual Saving - £25,000 Year 4 Annual Saving - £25,000 Year 5 Annual Saving - £25,000
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OUTCOMES , AIMS AND OBJECTIVES

7. What outcomes are the policy, strategy, service, function, revised policy or proposal expected to achieve? Consider the Single Outcome Agreement, Serving Stirling (and Equality Outcomes from post May 2013).

Outcome	Source
Improving care for our vulnerable people at home	Serving Stirling – Key Priority G
Examining and delivering on more opportunities for improved models of service delivery	Serving Stirling – Key Priority K
Our Financial Strategy will reflect the current economic challenges by saving £24M (now revised to £29M over five years) whilst ensuring the delivery of quality services	Serving Stirling – Key Priority R

8. What are the main aims of the policy, strategy, service, function or proposal?

Across adult provisions in both Councils there is a duplication of service provision. E.g Older people's day services, Adult Day Services, reablement/intermediate care and Mobile Emergency Care.

9. What are the main changes proposed to this?

To deliver one shared service across both Stirling Council and Clackmannanshire Council specifically looking at merging of provision services for Adults. This will mean a shared management structure across the service which will result in a reduction of team leaders posts within this area.

More outcomes focused services and supports designed around individual needs. Wide range of choice and greater level of involvement by individuals in the decision-making around their care and support. More efficient use of resources focused on delivering improved outcomes in line with service priorities and the Council's priority to support vulnerable people to remain in their communities.

10. Who are the intended beneficiaries of the change/s proposed? (Geographical communities / particular service users / "protected characteristic groups" - quantify numbers affected by the policy/ proposal and the changes proposed if possible).

Stirling Council – reduction in posts. Service Users, more streamlined processes.

MEETING THE GENERAL DUTY - GATHERING EVIDENCE AND ASSESSING IMPACT

GATHERING EVIDENCE

11. What evidence have you used to identify any potential positive or negative impacts of this proposal on meeting the needs of the General Equality Duty (Q12), people within protected characteristic groups (Q13), and communities or individuals vulnerable to poverty (Q14)? Please amend/add to the examples of evidence sources listed as required.

Evidence Source	Details
Research (national/local)	Research on Shared Services, as the service has progressed we have found that there is a duplication of jobs being done across both authorities; this policy will address that issue.
Service delivery data/information including who receives the service	Client Action Financial information Perception data
Consultation/engagement	Consultation has been on-going with Service Managers and Managers of the services included in this policy. Consultation has been on-going with the Care Inspectorate with regards to the service requirements in removal of this management post. Proposed consultation with the trade unions will be necessary; this will take place before any progression takes place.
User feedback e.g. on the quality of service received.	Positive feedback from existing managers group.

ASSESSING IMPACT

12. What has the evidence obtained told you about the potential impact of this proposal on the key needs of the General Equality Duty listed below?

- **Eliminating unlawful treatment** (discrimination, harassment and victimisation and other conduct prohibited under the Equality Act 2010)
- **Advancing equality of opportunity** (between people who share a relevant protected characteristic and those who do not)
- **Fostering good relations** - including the need to tackle prejudice and promote understanding (between people who share a relevant protected characteristic and those who do not)

Please select the appropriate impact for each of the key needs listed:

General Equality Duty “needs”	Positive(+) impact	Neutral(0) impact	Negative(-) impact	Summary of reasons for response
Eliminating unlawful treatment		0		Neutral Impact
Advancing equality of opportunity		0		Neutral Impact
Fostering good relations		0		Neutral Impact

13. What has the evidence obtained told you about the potential impact of this proposal on people in protected characteristic groups? Will this policy, strategy, service, function or proposal have a positive (+), neutral (0), or negative (-), impact on those belonging to a Protected Characteristic Group? The impact of this proposal should be considered in terms of its potential for eliminating unlawful treatment, advancing equality of opportunity and fostering good relations already considered in more general terms in question 12 above. Please insert + / 0 / - .

Definitions of the protected characteristic groups are provided at the end of this document.

Protected Characteristic Group	Eliminating unlawful treatment (+/0/-)	Advancing equality of opportunity (+/0/-)	Fostering good Relations (+/0/-)	Comment
Age	0	0	+	As the service streamline process's, our service users will no longer have to deal with two separate teams or managers in order to get the service they require.
Disability	0	0	+	As the service streamline process's, our service users will no longer have to deal with two separate teams or managers in order to get the service they require.
Gender Reassignment	0	0	0	Equality Strategy Maintained
Marriage and Civil Partnership	0	0	0	Equality Strategy Maintained
Pregnancy and Maternity	0	0	0	Equality Strategy Maintained
Race	0	0	0	Equality Strategy Maintained
Religion and Belief	0	0	0	Equality Strategy Maintained
Sex	0	0	0	Equality Strategy Maintained
Sexual Orientation	0	0	0	Equality Strategy Maintained

IMPACT ON COMMUNITIES, GROUPS OR INDIVIDUALS VULNERABLE TO POVERTY

14. Will this policy, strategy, service, function or proposal have a positive (+) or negative (-) impact on any other geographical communities, groups or individuals - particularly those with a higher risk of experiencing poverty. **Please insert + / 0 / - , detail the impact and describe the groups affected.**

Refer to the notes at the end of the document for communities and groups of people who have a higher risk of experiencing poverty and see the link below for guidance on making poverty sensitive budget and service planning decisions.

<http://www.stirling.gov.uk/documents/temporary-uploads/assets- and -support/stirling-tackling-poverty-framework.pdf>

Those affected	Positive(+) impact	Neutral(0) impact	Negative(-) impact	Comment
Geographical Community /ies (Please specify)	0	0	0	Equality Strategy Maintained
Individuals or household groups (Please specify)	0	0	0	Equality Strategy Maintained

OVERALL IMPACT

15. Based on the response to questions 12, 13 and 14 please summarise the overall impact/s of this proposal – positive, neutral or negative; highlighting any particular groups affected.

Overall, this policy will have a positive impact, as our service users will go to the one point of contact within the authority.

MITIGATING POTENTIAL NEGATIVE IMPACT

16. If you have identified any potential negative impacts use the matrix below to help identify the level of this, the number of people potentially affected and confirm this in the box provided below.

<u>Number of People Affected</u>	<u>HIGH</u>	<p>Your function or policy is likely to be discriminatory.</p> <p>Refer to the EqlA Toolkit on how to modify your function or policy. (Page 11)</p>	<p>Your function or policy is likely to be directly discriminatory.</p> <p>You must reject or substantially modify your function or policy.</p>
	<u>LOW</u>	<p>Consider ways in which you can minimise or remove any low level negative impact that affects a small number of people.</p>	<p>Your function or policy is likely to be discriminatory.</p> <p>Refer to the EqlA Toolkit on how to modify your function or policy. (Page 11)</p>
		LOW	<u>HIGH</u>
<u>LEVEL OF NEGATIVE IMPACT</u>			

Level of impact	Number of people potentially affected
LOW	9

17. Do you consider the policy / service function / proposal is a) directly or b) potentially discriminatory in its current form?

- a) No
- b) No

If answering yes to question 17a) the policy **must** be rejected or substantially modified - See Section 16 of this form and Page 11 of the EqIA Toolkit

If answering yes to question 17b) consideration should be given to modifying the policy – See Section 16 of this form and Page 11 of the EqIA Toolkit

The resulting modified policy requires to be re – assessed to identify any potential positive or negative impacts as per questions 12, 13 and 14.

18. Describe in detail the actions taken to remove any identified negative impact

No actions required.

19. For the **final** policy being proposed, where negative impacts cannot be removed or minimised, clearly state your justifications for continuing the policy or function in its existing format.

Nothing identified.

MONITORING AND REVIEW

20. a) How will the implementation of this function or policy be monitored, how frequently and by whom ?
b) How will the results of the monitoring be used to develop the function or policy?
c) What is the timescale for reviewing the policy?

- a. Introduce robust performance monitoring & quality assurance processes consistent with current reporting timescales
Alignment of assessment & care management processes, this will be monitored a quarterly basis by Social Services Management Team (SSMT)
- b. These results will be used to shape the future delivery of the service, and used to review service user need.
Business support will provide quarterly reports to service managers details service activity.
- c. This policy will continue to be reviewed on an ongoing basis to ensure better services for our service users.

21. Please summarise the results of the EqlA. In doing so it should be noted that the Council is committed to fulfilling its statutory duty to publish the results of any assessment where the policy change/ proposal is to be implemented. This statement requires to be authorised and signed by the Lead Officer responsible for the assessment.

Reduce management posts within the shared service in order to streamline processes and service delivery. This will maximize the effectiveness of service provision to meet service needs.

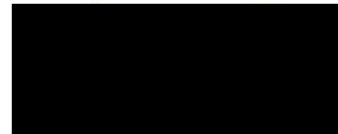
Decision is required to streamline the provision in each council with a shared management structure. This will require further exploration with the Care Inspectorate who currently requires a registered manager at each site.

Authorisation by Lead Officer (Head of Service / Service Manager)

Name / Title

JANE MENZIES – Assistant Head of Social Services

Signature



Date

22/January/2014