

Equality Impact Assessment (EIA) Report Form

This form should be completed for each Equality Impact Assessment on a new or existing function, a reduction or closure of service, any policy, procedure, strategy, plan or project which has been screened and found relevant to Equality and Diversity.

Please refer to the 'Equality Impact Assessment Guidance' while completing this form. If you would like further guidance please contact the Corporate Strategy Team or your directorate Heads of Service Equality Champion.

Where do you work?
Service Area: Adult Services
Directorate: Social Services, Health & Housing

(a) This EIA is being completed for a...

Service/ Function <input type="checkbox"/>	Policy/ Procedure <input checked="" type="checkbox"/>	Project <input type="checkbox"/>	Strategy <input type="checkbox"/>	Plan <input type="checkbox"/>	Proposal <input type="checkbox"/>
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(b) Please name and describe below...

Adult Services Equitability of Service Provision Policy.

(c) It was initially screened for relevance to Equality and Diversity in

February 2019.

(d) It was found to be relevant to...

Age <input checked="" type="checkbox"/>	Race..... <input type="checkbox"/>
Disability <input checked="" type="checkbox"/>	Religion or belief <input type="checkbox"/>
Gender reassignment <input type="checkbox"/>	Sex..... <input type="checkbox"/>
Marriage & civil partnership <input type="checkbox"/>	Sexual orientation <input type="checkbox"/>
Pregnancy and maternity <input type="checkbox"/>	Welsh language <input type="checkbox"/>

(e) Lead Officer

Name: Andrew Potts

Job title: Commissioning Officer

Date: February 2019

(f) Approved by Head of Service

Name: Angela Thomas

Date: February 2019

Section 1 – Aims (See guidance):

Briefly describe the aims of the function, service, policy, procedure, strategy, plan, proposal or project

What are the aims?

To take into account the social care resources available when undertaking an assessment or reassessment of individuals' needs, to ensure a sustainable range of quality adult social care services are available to meet the needs of the most vulnerable citizens of Neath Port Talbot, and contribute towards the budgetary savings identified in the Council's Forward Financial Plan.

Who has responsibility?

Head of Adult Services.

Who are the stakeholders?

- Current clients of Adult Services who receive a service commissioned or directly provided by the Council in order to meet an assessed eligible need
- Carers/family of the above
- New clients not previously in receipt of services
- Staff of NPTCBC
- Residents of Neath Port Talbot

Section 2 - Information

(a) Service Users

Please tick what information you know about your service users and provide details / evidence of how this information is collected.

Age	<input checked="" type="checkbox"/>	Race.....	<input checked="" type="checkbox"/>
Disability	<input checked="" type="checkbox"/>	Religion or belief	<input checked="" type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	Sex.....	<input checked="" type="checkbox"/>
Marriage & civil partnership	<input checked="" type="checkbox"/>	Sexual orientation	<input type="checkbox"/>
Pregnancy and maternity.....	<input type="checkbox"/>	Welsh language	<input checked="" type="checkbox"/>

What information do you know about your service users and how is this information collected?

Social Services, Health & Housing routinely collects data as part of the individuals' assessment of need. Limited equalities data such as age, disability, sex and ethnicity are collected, which informs policy development and service provision.

Any Actions Required?

To put robust systems in place to improve data collection against all protected characteristics, using digital processes.

Following the introduction of improved data collection, ensure analysis is undertaken of more comprehensive equalities dataset and include in the future planned annual monitoring reports to Members.

(b) General

What information do you know and how is this information collected?

The Directorate retains a list of all clients using their services. The Council reported (via PM2 annual return) that the total number of people receiving a service from Adult Services was as below for the year 2017-18:

Age Group	Total number of people	% of people
18-24	110	4.0%
25-64	667	24.5%
65-74	325	11.9%
75-84	673	24.7%
84+	951	34.9%
Total	2,726	100%

A significant number of people will access social services due to having a disability. NPTCBC reports to Welsh Government those on the Learning Disability Register, and those on the Physical and Sensory Disability Register; the numbers reported for 2017-18 are shown below:

Register	Number of people
Learning Disability Register	510
Physical & Sensory Disability Register	3,114
Number on both lists	192
Total no. of people on any disability register	3,432

This is likely to be an underestimate, as being on the register is not mandatory, and not everyone will choose to declare a disability. Other information on people receiving a service due to a disability is not available.

Any Actions Required?

To put robust systems in place to improve data collection against all protected characteristics, using digital processes.

Following the introduction of improved data collection, ensure analysis is undertaken of more comprehensive equalities dataset and include in the future planned annual monitoring reports to Members.

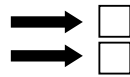
Section 3 – Impact

(a) Impact on Protected Characteristics

Please consider the possible impact on people with different protected characteristics. This could be based on service user information, data, consultation and research or professional experience (e.g. comments and complaints).

	Positive	Negative	Neutral	Needs further investigation
Age	➔ <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disability	➔ <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	➔ <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	➔ <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	➔ <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Race	➔ <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Religion or belief	➔ <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sex	➔ <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Sexual orientation
Welsh language



Thinking about your answers above, please explain (in detail) why this is the case. Include details of any consultation (and/or other information) which has been undertaken to support your view.

The Policy's aim is to ensure long-term equitability and sustainability of service provision for adults. By taking into account the Council's limited resources, it may not be possible to offer an individual their preferred package of care when an alternative, which will meet their assessed needs, has been identified by an assessment or re-assessment of need.

Where the individual indicates a preference for a care package which exceeds the level at which the Council has agreed to fund, then the individual may be required to make a financial contribution to those care costs.

As such, it is possible that those without sufficient financial resources of their own may have less choice and control over the care package they receive than someone who is more financially able.

It must be emphasised that any services received will meet the eligible assessed needs of, and agreed desired outcomes for, the individual and that the individual will have choice in regards to those services that are in line with what the Council has agreed to fund.

Overall this policy should have a positive impact as it will support the Council in ensuring that they are financially sustainable in order to be able to continue meeting ongoing demand for services.

(b) Impact on the Welsh Language

What is the likely impact of the policy on:

- **Opportunities for people to use Welsh**
- **The equal treatment of the Welsh and English languages**

Please give details

The Policy and consultation documents will be available in both Welsh and English.

Individuals preferred choice of language in which to receive services will be considered and taken account of when determining what services are best placed to meet the individuals identified assessed needs and desired outcomes.

Could the policy be developed to improve positive impacts or lessen negative impacts? Please give details

N/A.

Actions (to increase positive/mitigate adverse impact).

N/A.

Section 4 - Other Impacts:

Please consider how the initiative might address the following issues.

You could base this on service user information, data, consultation and research or professional experience (e.g. comments and complaints).

(a) Equalities

Public Sector Equality Duty (PSED)

- to eliminate discrimination, harassment and victimisation;
- to advance equality of opportunity between different groups; and
- to foster good relations between different groups

Please explain any possible impact on meeting the Public Sector Equality Duty

The Social Services, Health & Housing Directorate continues to be mindful of its position as employer, provider and commissioner of adult social care services. To this end, it strives to ensure equality is a fundamental driver in terms of the way it meets many of the Council's statutory duties, in a climate of externally-imposed ongoing budget reduction.

Access to services is based on assessed need. All services and assessment processes comply with the Equalities Act.

The policy should not negatively impact on the PSED.

What work have you already done to improve the above?

Actions (to mitigate adverse impact or to address identified gaps in knowledge).

N/A.

(b) Reduce Social Exclusion and Poverty

Please explain any possible impact

The Policy may affect those without sufficient financial resources of their own, who may have less choice and control over the care package they receive than someone who is more financially able.

However, we will be ensuring that service users maximise their income by promoting the uptake of benefits to which they are entitled, including Attendance Allowance, mobility element of Disability Living Allowance / Personal Independence Payments, etc.

It must be emphasised that any services received will meet the eligible assessed needs of, and agreed desired outcomes for, the individual and that the individual will have choice in regards to those services that are in line with what the Council has agreed to fund.

Overall this policy should have a positive impact as it will support the Council in ensuring that they are financially sustainable in order to be able to continue meeting ongoing demand for services.

What work have you already done to improve the above?

Actions (to mitigate adverse impact or to address identified gaps in knowledge).

We will work with service users, carers and families to ensure they are in receipt of benefits to which they are entitled. This will help their circumstances when a financial contribution is required towards to the cost of a package of care which has been identified through an individual assessment of need and a financial assessment.

(c) Community Cohesion

Is the initiative likely to have an impact on Community Cohesion?

The policy promotes the sustainability of service provision within Neath Port Talbot.

Actions (to mitigate adverse impact or to address identified gaps in knowledge).

Section 5 Consultation

What consultation and engagement has been undertaken (e.g. with the public and/or members of protected groups) to support the views in section 3 and 4?

The proposed policy will be subject of a 90 day public consultation with all stakeholders. This EIA will be reviewed and updated as a result of feedback and data obtained during that process.

Any actions required (to mitigate adverse impact or to address identified gaps in knowledge)

N/A.

Section 6 – Post Consultation

What was the outcome of the consultation?

This section will be updated on completion of the public consultation exercise.

Section 7 - Monitoring arrangements:

Please explain the arrangements in place (or those which will be put in place) to monitor the impact of this function, service, policy, procedure, strategy, plan or project:

Monitoring arrangements:

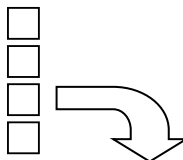
Progress will be monitored by the number and type of care packages, and budget/level of expenditure on providing services to meet individual assessed needs and outcomes. Appropriate milestones will be set as a means of measuring progress and effectiveness of the policy.

Actions:

Section 8 – Outcomes:

Having completed sections 1-5, please indicate which of the outcomes listed below applies to your initiative (refer to guidance for further information on this section).

- Outcome 1: Continue the initiative...
- Outcome 2: Adjust the initiative...
- Outcome 3: Justify the initiative...
- Outcome 4: Stop and remove the initiative...



Outcome 1

Section 9 - Publication arrangements:

Information on the publication arrangements for equality impact assessments is available in the guidance notes

Action Plan:

Objective What are we going to do and why?	Who will be responsible for seeing it is done?	When will it be done by?	Outcome How will we know we have achieved our objective?	Progress
To put robust systems in place to improve data collection against all protected characteristics, using digital processes.	Adult Social Services	March 2020	Better data sets will be available	
Following the introduction of improved data collection, ensure analysis is undertaken of more comprehensive equalities dataset and include in the future planned annual monitoring reports to Members.	Adult Social Services	March 2020	Better understanding of equalities data	
We will work with service users, carers and families to ensure they are in receipt of benefits to which they are entitled. This will help their circumstances when a financial contribution is required towards the cost of a package of care which has been identified through an individual assessment of need and a financial assessment.	Adult Social Services	On implementation of Policy	People are able to access benefits that they are entitled to	

*** Please remember to be 'SMART' when completing your action plan.**