

## **Theme 2 – Transforming Care**

### **Equality Impact Assessments**

**February 2016**

### Theme 2 – Transforming Care

SCS001	Redesign of Learning Disability Services
SCS003	Reducing demand for Long Term Care
SCS008	Improving MECS Efficiency and Review of Emergency Duty Team (EDT)
SCS009	Remodelling of Physical Disability Services
SCS010	Remodelling of Mental Health Service
SCS011	Review of Employability Service
SCS012	Review of Family Support

## STIRLING COUNCIL: EQUALITY IMPACT ASSESSMENT FORM (June 2014)

The Guidance: **Equality Impact Assessment Toolkit June 2014** should be used when doing an Equality Impact Assessment (EqIA) and completing this form and a link is provided to this. The term **proposal** used below is intended to include “policy, strategy, service, function, procedure or project.”

### SUMMARY DETAILS

1. Title of Proposal: SERVICE PBB Ref (if applicable)

<b>Redesign of Learning Disability Services</b>	<b>Social Services</b>	<b>SCS001</b>
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2. Lead and Contact Officer Details.

Lead Officer authorising assessment		Contact Officer/s undertaking assessment	
Title	Assistant Head of Social Services	Title/s	Programme Manager
Name	Phillip Gillespie	Name/s	Lesley Sheasby/Lorna McCurrach

3. Which other Council Services or Partner Agencies are / will be involved in the delivery of this proposal?

Likely to include NHS Forth Valley Adult Learning Disability Services as well as a range of 3rd Sector providers in Stirling and Clackmannanshire through respective interfaces, reference Groups and Steering Group representation across Stirling Council, Clackmannanshire Council, Human Resources and Transport Services.
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4. Have they been involved in the Equality Impact Assessment process and if so, how?

Not at this stage as the Project Plan is scheduled to role out from mid-January 2016.
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5. What is the nature of the proposal? *(Tick/complete all that apply)*

Review of an existing policy/strategy	√	Review of an existing service/function	√
Reduction in an existing service/function		Removal of an existing service	
Introduction of a new policy/strategy	√	Introduction of new service/function	√
Other e.g. technical, progress, procedural report			
PBB category e.g. transformational change	√		

6. For proposals with implications for budgets complete the following:

		(£ 000s)
Current expenditure on activity	In Council area as a whole	£9,287,000
	In/for specific community/ies	
Total anticipated savings or proposed increased spend	In/for Council area as a whole	£1,180,000
	In/ for specific community/ies	
Delivery Timescale and Phasing	Start date for savings/increased spend	April 2016
	End Date for savings/increased spend	March 2021
	Savings/increased spend Year 1	£183,000
	Savings/increased spend Year 2	£197,000
	Savings/increased spend Year 3	£350,000
	Savings/increased spend Year 4	£350,000
	Savings/increased spend Year 5	£100,000

## OUTCOMES, AIMS AND OBJECTIVES

7. What longer term outcomes is this proposal expected to achieve? Consider (a) the Single Outcome Agreement 2013 – 23, (b) Council Key Priorities 2014, (c) the Council's Equality Outcomes 2014 – 17 and any additional relevant strategies or policies. A link is provided to items (a)-(c).

OUTCOME	SOURCE DOCUMENT
<p><b>Council Key Priority K.</b> Examining and delivering on more opportunities for improved models of service delivery</p>	<p>Stirling Council Business Plan (2015/16 – 2019/20)</p>
<p><b>Council Key Priority R.</b> Our financial strategy will reflect the current economic challenges by saving 24M whilst ensuring the delivery of quality services</p>	<p>Stirling Council Business Plan (2015/16 – 2019/20)</p>

8. What are the main aims of this proposal? If this proposal revises an existing policy have its aims changed?

<p>The key aim is to redesign, improve services and widen access to community resources for people with a learning disability. This will involve NHS Forth Valley, Health, Social Services and Third Sector partners establishing a robust joint strategic framework for Learning Disability Services across Forth Valley, that will then inform and shape a local delivery plan in Stirling and Clackmannanshire. In so doing, the aim is to realise the vision, address the recommendations and implement the national strategy <i>Keys To Life</i> and the priority themes therein.</p> <p>This proposal will help to accelerate and sustain the necessary pace of progress towards achieving good outcomes for priority groups; namely:</p> <ul style="list-style-type: none"> <li>• Discharge plans for current in-patients of Lochview</li> <li>• People in out-of-area placements</li> <li>• Young people coming through transitions.</li> <li>• Older people with complex needs/co-morbidities</li> <li>• Adults involved with criminal justice services</li> </ul> <p>Similarly for young people and adults with a learning disability who need support to live independently, find employment and develop social networks, joint working with third sector partners and the adoption of an <i>asset based approach</i> will widen access to community resources and reduce reliance on traditional services.</p>
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9. Who is most likely to be affected by this proposal? Consider current and potential future service users including people with particular needs, specific geographical communities and current and prospective employees. Provide anticipated numbers affected by the proposal where possible.

<p>Young people in school with a diagnosed learning disability who require support through the Transition from Children's services to Adult Services.</p> <p>Adults and older people with a learning disability who require community health and social care services.</p> <p>Carers and families of people with a learning disability who require support and advice to enable them to continue in their caring role.</p> <p>Current and future employees will adopt new approaches to supporting this group; i.e. adopting the assets-based approach.</p>
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## GATHERING EVIDENCE

10. What evidence has been used to identify the potential impact of this proposal, where did it come from and how it was obtained? Please list all the evidence used. (Examples may include research undertaken at local or national level and service delivery information about service users/customers and levels of satisfaction. Evidence may have been gathered routinely through regular engagement with service users, equality groups and communities; or through engagement specifically undertaken to improve understanding of the impact of this proposal.)

<b>EVIDENCE</b> (Subject/Title)	<b>SOURCE</b> (Where it came from)	<b>COLLECTION METHOD</b> (How it was gathered and when)
<p><b>Inequity of access to Healthcare:</b> Research tells us that people with learning disabilities have some of the poorest health of any group in Scotland. They are considerably more likely to die at an early age than the general population - on average 20 years before. Some of the causes of death are potentially preventable, and the main causes of death differ from those of the general population.</p> <p><b>Social Barriers</b> - common barriers encountered/identified barriers to socialising and being a full part of the community which included:</p> <ul style="list-style-type: none"> <li>• a lack of support staff</li> <li>• inflexibility in support provision and</li> <li>• a lack of transport, a lack of appropriate facilities or inaccessible buildings</li> </ul> <p><b>Changing needs of people with a learning disability -</b> There has been a gradual decline in the number of people with learning disabilities attending day centres, from 8,300 in 1998, to 6,164 in 2011. This has been accompanied by an increase in the number of adults with learning disabilities getting alternative day opportunities. In 2011, 10,286 people accessed alternative day opportunities and 65% of this group (6,695) did not use day services at all. 1,400 people with learning disabilities still attend day services 5 days a week. This includes people with profound learning disabilities and complex needs for whom there are limited options available to access alternative day opportunities.</p>	<p>Modified from Dahlgren G, Whitehead M. <i>Tackling inequalities in health: what can we learn from what has been tried?</i> Background paper for Ditchley Park, Oxford: King's Fund</p> <p>NHS Health Scotland. People with Learning Disabilities in Scotland: The Health Needs Assessment Report. NHS Scotland, Glasgow. 2004.</p> <p>Scottish Consortium Learning Disability Survey of 600 service users: How is it going? Curtice 2006, SCLD Glasgow</p> <p>Keys to Life Strategy Document</p>	<p>National research - whole population</p> <p>National expert group research</p> <p>Essay and national expert review group</p>

## ASSESSING IMPACT

11. What potential impact will this proposal have on people in terms of the “needs” of the public sector equality duty i.e. the Council’s responsibilities to:

- **eliminate discrimination, harassment and victimisation**
- **advance equality of opportunity**
- **foster good relations - including the need to tackle prejudice and promote understanding**

Please consider each “need”, assess the impact of the proposal as positive (+), neutral (0), or negative (-) and summarise the reason/s for your response. See guidance for additional information.

EQUALITY DUTY “NEED”	POTENTIAL IMPACT (+) / (0) / (-)	SUMMARY OF REASONS FOR RESPONSE
Eliminate discrimination, harassment and victimisation	(+)	The Keys to Life Strategic theme 'Break Stereotypes' incorporates a range of recommendations including objectives to develop a range of partnership initiatives that foster culture shift, reduce discrimination and promote positive values and attitudes.
Advance equality of opportunity	(+)	Numerous recommendations in the national KTL Strategy refer to addressing long held health inequities and poor access to health services - these are reflected in the local delivery plan.
Fostering good relations	(+)	The Keys to Life Strategic theme 'Break Stereotypes' incorporates a range of recommendations including objectives to develop a range of partnership initiatives that foster culture shift, reduce discrimination and promote positive values and attitudes.

12. Will this proposal have a potential impact on people with protected characteristics? A more detailed explanation of these is provided in the guidance. Consider which if any, of the groups below will be affected by the proposal and if the impact will be positive (+), neutral (0), or negative (-). Your response to Question 11 may help you consider the impact of the proposal on people in these particular groups. Please consider each “need”, assess the impact of the proposal and summarise the reason/s for your response.

PROTECTED CHARACTERISTIC GROUP	EQUALITY DUTY NEED			SUMMARY OF REASONS
	Eliminating unlawful treatment (+) / (0) / (-)	Advancing equality of opportunity (+) / (0) / (-)	Fostering good relations (+) / (0) / (-)	
Age (Younger / Older)	0	0	0	
Disability	0	+	+	Aimed at protecting and promoting the rights of individuals with a Learning Disability and ensuring parity of esteem with other service users.
Gender Reassignment	0	0	0	
Marriage and Civil Partnership	0	0	0	
Pregnancy and Maternity	0	0	0	
Race	0	0	0	
Religion and Belief	0	0	0	
Sex	0	0	0	
Sexual Orientation	0	0	0	

**IMPACT ON COMMUNITIES, HOUSEHOLD GROUPS OR INDIVIDUALS VULNERABLE TO POVERTY**

13. Will this proposal have a positive (+), neutral (0), or negative (-) impact on communities, household groups or individuals with a **higher risk of experiencing poverty**. Guidance is available on those communities, households and individuals with a higher risk of experiencing poverty. Please assess the impact of the proposal and describe those who will be affected.

THOSE AFFECTED	POTENTIAL IMPACT (+) / ( 0) / (-)	DESCRIPTION OF IMPACT
<p><b>Geographical Community/ies</b>  (Please specify)</p>	<p>0</p>	
<p><b>Individuals or household groups</b>  (Please specify)</p>	<p>0</p>	

**OVERALL IMPACT**

14. Based on responses to Questions 11, 12 and 13, summarize the **overall** impact of this proposal confirming if this will be positive, neutral, or negative and highlighting any particular groups affected.

The overall impact of this proposal will be positive for people with a learning disability because it seeks to address a wide range of service improvements and initiatives. To be truly accepted in society means being treated equally and fairly in ways that all citizens expect to be treated. This proposal seeks to develop health and social care services that recognize and redress the fact that people with learning disabilities still die 20 years earlier than the general population.

Workforce development plans will underpin the redesign of learning disability services, so this proposal is not simply about the application of knowledge but about an attitudinal and cultural shift in supporting individuals to lead healthier, happier and more fulfilled lives.

The overall impact of this proposal on selected Council staff can be viewed positively in terms of professional development opportunities for extending current role, skills and knowledge.



## MITIGATING POTENTIAL NEGATIVE IMPACT

Based on your response to question 14:

- if this proposal has any potential negative impact you must answer Questions 15 -18
- if this proposal does not have any potential negative impact go directly to Question 19

15. Describe the potential negative impact/s of this proposal, the level of impact anticipated and the number of people likely to be affected. If you are unable to confirm the actual number of people potentially affected please give an indication of the relative scale of this for example as a proportion of current service users. Please see the Guidance for additional information.

Potential negative impact	Level of impact (low-high)	Number of people potentially affected

16. Based on your response to Question 15, could this proposal, in its current form, discriminate against people in a protected characteristic group – will it result in their being treated less favourably when compared with others not in a protected characteristic group? Please see the Guidance for additional information. [\\*link](#)

Please answer Yes or No

- If the proposal is considered to have the potential to discriminate against people in a protected characteristic group you should consider modifying it to remove or reduce its potential negative impact
- If the proposal is considered to be discriminatory to the extent that is unlawful it must be rejected or substantially modified

**The resulting modified policy requires to be re-assessed to confirm its impact as per Questions 11, 12, 13 and 14.**

17. Describe in detail the actions taken to remove or modify any identified negative impact of this proposal

18. Where negative impacts cannot be removed or minimised any further, clearly state your justification for continuing with this proposal.

## MONITORING AND REVIEW

19. a) How will implementation of this proposal be monitored, how frequently and by whom?  
b) How will the results of the monitoring be used to develop it in the future?  
c) What is the timescale for the reviewing the impact of this proposal?

- a) Performance indicators will be applied to all improvement and change activity in the local delivery plan - a monthly steering group will report to the Transforming Care Board on a quarterly basis.
- b) Monitoring results will be used to inform the annual review and update learning disability operational team plans.
- c) 1 year from the beginning of the implementation of new arrangements.

## PUBLISHING RESULTS


- 20 Please summarise the key findings of the EqIA. **This statement is for publication in the relevant Council report and requires to be authorised and signed by the Lead Officer responsible for the assessment.**

The local delivery plan for the *Keys to Life* seeks to improve the lives of people with a learning disability and will drive a wide range of service improvements and initiatives. To be fully included in society also means being treated equally and fairly in ways that all citizens expect to be treated. This proposal seeks to develop health and social care services in ways that recognize and redress the fact that people with learning disabilities still die 20 years earlier than the general population.

Workforce development plans will underpin the redesign of learning disability services, so this proposal is not simply about the application of new knowledge and best practice; it is also about an attitudinal and cultural shift in supporting individuals to enjoy healthier, happier and more fulfilled lives. The overall impact of this proposal on health and social care staff can be viewed positively in terms of professional development opportunities for extending current roles, skills and knowledge sets.

An important and key shift in the *Keys to Life* is a renewed focus on adopting a human rights based approach to supporting and empowering individuals to live healthy and happy lives.

### AUTHORISATION BY LEAD OFFICER (Head of Service/Service Manager)

Title	Signature	Date
Phillip Gillespie, Assistant Head of Social Services		12/11/2015

## STIRLING COUNCIL: EQUALITY IMPACT ASSESSMENT FORM (June 2014)

The Guidance: **Equality Impact Assessment Toolkit June 2014** should be used when doing an Equality Impact Assessment (EqIA) and completing this form and a link is provided to this. The term **proposal** used below is intended to include “policy, strategy, service, function, procedure or project.”

### SUMMARY DETAILS

1. Title of Proposal: SERVICE PBB Ref (if applicable)

<b>Reducing Demand for Long Term Care</b>	<b>Social Services</b>	<b>SCS003</b>
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2. Lead and Contact Officer Details.

Lead Officer authorising assessment		Contact Officer/s undertaking assessment	
Title	Assistant Head of Social Services	Title/s	Programme Manager
Name	Phillip Gillespie	Name/s	Lesley Sheasby/Lorna McCurrach

3. Which other Council Services or Partner Agencies are / will be involved in the delivery of this proposal?

Other Council Services and partner agencies that may be involved are, health colleagues in relation to integr care fund initiatives that would support people in their own homes for longer and prevent hospital admissions. There would also be links with Housing Services to look at housing models required longer term if people are staying at home for longer and also there may be an increase in the number of adaptations required. Third s providers would also be involved in discussions and commissioning around delivery of services in the comm

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

They have not been involved at present but will be included as work progresses.

5. What is the nature of the proposal? *(Tick/complete all that apply)*

Review of an existing policy/strategy		Review of an existing service/function	√
Reduction in an existing service/function		Removal of an existing service	
Introduction of a new policy/strategy		Introduction of new service/function	
Other e.g. technical, progress, procedural report			
PBB category e.g. transformational change	√		

6. For proposals with implications for budgets complete the following:

		(£ 000s)
Current expenditure on activity	In Council area as a whole	£9,126,000
	In/for specific community/ies	
Total anticipated savings or proposed increased spend	In/for Council area as a whole	£1,137,000
	In/ for specific community/ies	
Delivery Timescale and Phasing	Start date for savings/increased spend	April 2017
	End Date for savings/increased spend	March 2021
	Savings/increased spend Year 1	£0
	Savings/increased spend Year 2	£117,000

	Savings/increased spend Year 3	£330,000
	Savings/increased spend Year 4	£340,000
	Savings/increased spend Year 5	£350,000

## OUTCOMES, AIMS AND OBJECTIVES

7. What longer term outcomes is this proposal expected to achieve? Consider (a) the Single Outcome Agreement 2013 – 23, (b) Council Key Priorities 2014, (c) the Council's Equality Outcomes 2014 – 17 and any additional relevant strategies or policies. A link is provided to items (a)-(c).

OUTCOME	SOURCE DOCUMENT
Improved support for disadvantaged and vulnerable families and individuals	Stirling Community Planning Partnership Single Outcome Agreement 2013-2023
Improving care for 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

8. What are the main aims of this proposal? If this proposal revises an existing policy have its aims changed?

The main aims are to implement initiatives, for example overnight care, and increase the effectiveness of care at home and re-ablement for older people that will allow them to stay in their own homes for longer. This builds on initiatives that are already in place. This should in turn reduce care home and hospital admissions.

9. Who is most likely to be affected by this proposal? Consider current and potential future service users including people with particular needs, specific geographical communities and current and prospective employees. Provide anticipated numbers affected by the proposal where possible.

The people most likely to be affected are older people and also their families and carers.

## GATHERING EVIDENCE

10. What evidence has been used to identify the potential impact of this proposal, where did it come from and how it was obtained? Please list all the evidence used. (Examples may include research undertaken at local or national level and service delivery information about service users/customers and levels of satisfaction. Evidence may have been gathered routinely through regular engagement with service users, equality groups and communities; or through engagement specifically undertaken to improve understanding of the impact of this proposal.)

EVIDENCE (Subject/Title)	SOURCE (Where it came from)	COLLECTION METHOD (How it was gathered and when)
<p>Good practice examples from other places who have implemented similar approaches.</p> <p>Local evidence of the success of current reablement service.</p>	<p>Other local authorities</p> <p>Stirling Council has gathered it's own evidence since rolling out reablement for over 65s</p>	<p>Research on websites.</p> <p>Video clips taken with service users and staff. Statistics are also gathered and reported to Scottish Government of the number of people who stay at home.</p>

## ASSESSING IMPACT

11. What potential impact will this proposal have on people in terms of the “needs” of the public sector equality duty i.e. the Council’s responsibilities to:
- **eliminate discrimination, harassment and victimisation**
  - **advance equality of opportunity**
  - **foster good relations - including the need to tackle prejudice and promote understanding**

Please consider each “need”, assess the impact of the proposal as positive (+), neutral (0), or negative (-) and summarise the reason/s for your response. See guidance for additional information.

EQUALITY DUTY “NEED”	POTENTIAL IMPACT (+) / ( 0) / (-)	SUMMARY OF REASONS FOR RESPONSE
Eliminate discrimination, harassment and victimisation	0	There will be no impact.
Advance equality of opportunity	0	There will be no impact.
Fostering good relations	0	There will be no impact

12. Will this proposal have a potential impact on people with protected characteristics? A more detailed explanation of these is provided in the guidance. Consider which if any, of the groups below will be affected by the proposal and if the impact will be positive (+), neutral (0), or negative (-). Your

response to Question 11 may help you consider the impact of the proposal on people in these particular groups. Please consider each “need”, assess the impact of the proposal and summarise the reason/s for your response.

PROTECTED CHARACTERISTIC GROUP	EQUALITY DUTY NEED			SUMMARY OF REASONS
	Eliminating unlawful treatment (+) / ( 0 ) / (-)	Advancing equality of opportunity (+) / ( 0 ) / (-)	Fostering good relations (+) / ( 0 ) / (-)	
Age (Younger / Older)	0	+	+	Putting in place a wider range of short-term prevention and recovery approaches will help older people to live as independently as possible at home and reduce the need for long term care and hospital admissions. This will have a positive impact on people’s lives and they will be able to remain living at home and will have better supports in place to allow them to do so.
Disability	0	0	0	
Gender Reassignment	0	0	0	
Marriage and Civil Partnership	0	0	0	
Pregnancy and Maternity	0	0	0	
Race	0	0	0	
Religion and Belief	0	0	0	
Sex	0	0	0	
Sexual Orientation	0	0	0	

**IMPACT ON COMMUNITIES, HOUSEHOLD GROUPS OR INDIVIDUALS VULNERABLE TO POVERTY**

13. Will this proposal have a positive (+), neutral (0), or negative (-) impact on communities, household groups or individuals with a **higher risk of experiencing poverty**. Guidance is available on those communities, households and individuals with a higher risk of experiencing poverty. Please assess the impact of the proposal and describe those who will be affected.

THOSE AFFECTED	POTENTIAL IMPACT (+) / ( 0) / (-)	DESCRIPTION OF IMPACT
<b>Geographical Community/ies</b>  (Please specify)	0	There will be no impact in relation to specific geographical or community groups who have a higher risk of experiencing poverty.
<b>Individuals or household groups</b>  (Please specify)	0	There will be no impact on individuals or household groups with a higher risk of experiencing poverty.

**OVERALL IMPACT**

14. Based on responses to Questions 11, 12 and 13, summarize the **overall** impact of this proposal confirming if this will be positive, neutral, or negative and highlighting any particular groups affected.

This proposal will put in place a range of support services for older people that will help them to live independently in their own homes for longer. Therefore, the overall impact will be positive.

**MITIGATING POTENTIAL NEGATIVE IMPACT**

Based on your response to question 14:

- if this proposal has any potential negative impact you must answer Questions 15 -18
- if this proposal does not have any potential negative impact go directly to Question 19

19. Describe the potential negative impact/s of this proposal, the level of impact anticipated and the number of people likely to be affected. If you are unable to confirm the actual number of people potentially affected please give an indication of the relative scale of this for example as a proportion of current service users. Please see the Guidance for additional information.

Potential negative impact	Level of impact (low-high)	Number of people potentially affected

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**20.** Based on your response to Question 15, could this proposal, in its current form, discriminate against people in a protected characteristic group – will it result in their being treated less favourably when compared with others not in a protected characteristic group? Please see the Guidance for additional information. [\\*link](#)

Please answer Yes or No

No

- If the proposal is considered to have the potential to discriminate against people in a protected characteristic group you should consider modifying it to remove or reduce its potential negative impact
- If the proposal is considered to be discriminatory to the extent that is unlawful it must be rejected or substantially modified

**The resulting modified policy requires to be re–assessed to confirm its impact as per Questions 11, 12, 13 and 14.**

**21.** Describe in detail the actions taken to remove or modify any identified negative impact of this proposal

N/a

**22.** Where negative impacts cannot be removed or minimised any further, clearly state your justification for continuing with this proposal.

N/a



## MONITORING AND REVIEW

19. a) How will implementation of this proposal be monitored, how frequently and by whom?  
b) How will the results of the monitoring be used to develop it in the future?  
c) What is the timescale for the reviewing the impact of this proposal?

a)The Service monitors performance on a continuous basis and has a performance indicators around how many people are staying at home that will allow regular review of service performance. The initiatives and services that are put in place will be reviewed and monitored from year 1 and on-going until fully implemented.

b)The results will continue to be monitored and help to improve service delivery.

c)The impact of any changes be reviewed annually as the changes are rolled out.

## PUBLISHING RESULTS


- 21 Please summarise the key findings of the EqIA. **This statement is for publication in the relevant Council report and requires to be authorised and signed by the Lead Officer responsible for the assessment.**

In summary the main aims of this proposal are to implement initiatives, for example overnight care, and increase the effectiveness of care at home and re-ablement for older people that will allow them to stay in their own homes for longer. This builds on initiatives that are already in place. This should in turn reduce care home and hospital admissions

Putting in place a wider range of short-term prevention and recovery approaches will help older people to live as independently as possible at home, which will have a positive impact on their lives.

The overall impact of this proposal is positive.

### AUTHORISATION BY LEAD OFFICER (Head of Service/Service Manager)

Title	Signature	Date
Phillip Gillespie, Assistant Head of Social Services		12/11/2015

## STIRLING COUNCIL: EQUALITY IMPACT ASSESSMENT FORM (June 2014)

The Guidance: **Equality Impact Assessment Toolkit June 2014** should be used when doing an Equality Impact Assessment (EqIA) and completing this form and a link is provided to this. The term **proposal** used below is intended to include “policy, strategy, service, function, procedure or project.”

### SUMMARY DETAILS

1. Title of Proposal: SERVICE PBB Ref (if applicable)

<b>Improving MECS Efficiency and Review of Emergency Duty Team</b>	<b>Social Services</b>	<b>SCS008</b>
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2. Lead and Contact Officer Details.

Lead Officer authorising assessment		Contact Officer/s undertaking assessment	
Title	Assistant Head of Social Services	Title/s	Programme Manager
Name	Phillip Gillespie/Janice Young	Name/s	Lesley Sheasby

3. Which other Council Services or Partner Agencies are / will be involved in the delivery of this proposal?

Stirling Council’s Contact Centre Internal Human Resources Discussions would be required with Clackmannanshire Council and Falkirk Council in relation to the EDT ser which covers all three Councils.
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4. Have they been involved in the Equality Impact Assessment process and if so, how?

Not at this present moment because the review process is yet to begin formally. All key stakeholders will be involved as the project plan progresses
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5. What is the nature of the proposal? *(Tick/complete all that apply)*

Review of an existing policy/strategy		Review of an existing service/function	√
Reduction in an existing service/function		Removal of an existing service	
Introduction of a new policy/strategy		Introduction of new service/function	
Other e.g. technical, progress, procedural report			
PBB category e.g. transformational change			√

6. For proposals with implications for budgets complete the following:

		(£ 000s)
Current expenditure on activity	In Council area as a whole	£367,000
	In/for specific community/ies	
Total anticipated savings or proposed increased spend	In/for Council area as a whole	£87,000
	In/ for specific community/ies	
Delivery Timescale and Phasing	Start date for savings/increased spend	April 2016
	End Date for savings/increased spend	March 2017
	Savings/increased spend Year 1	£87,000
	Savings/increased spend Year 2	£0
	Savings/increased spend Year 3	£0

	Savings/increased spend Year 4	£0
	Savings/increased spend Year 5	£0

## OUTCOMES, AIMS AND OBJECTIVES

7. What longer term outcomes is this proposal expected to achieve? Consider (a) the Single Outcome Agreement 2013 – 23, (b) Council Key Priorities 2014, (c) the Council's Equality Outcomes 2014 – 17 and any additional relevant strategies or policies. A link is provided to items (a)-(c).

OUTCOME	SOURCE DOCUMENT
<p><b>Council Key Priority R.</b> Our financial strategy will reflect the current economic challenges by saving 24M whilst ensuring the delivery of quality services</p>	<p>Stirling Council Business Plan (2015/16 – 2019/20)</p>

8. What are the main aims of this proposal? If this proposal revises an existing policy have its aims changed?

<p>The outcomes of this proposal are to review the efficiency of the Contact Centre and EDT, looking at the potential to move to a digital system for handling telecare calls by becoming part of a national contact centre approach.</p> <p>The main aims are to reduce the running costs of the Contact Centre and EDT service by putting in place more efficient systems and processes. Current software within the Contact Centre for call handling of telecare calls is dependent on out-dated analogue systems. A scoping exercise is being carried out to consider whether the current arrangements are the most cost-effective and whether other options for service provision could be considered. A shift to digital technology may provide greater opportunities to support people to maintain their independence using technology.</p>
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9. Who is most likely to be affected by this proposal? Consider current and potential future service users including people with particular needs, specific geographical communities and current and prospective employees. Provide anticipated numbers affected by the proposal where possible.

<p>The current contact centre staff would be affected as they may no longer be required to provide the telecare service. Service users themselves may also be affected by changing the provider of their telecare service.</p> <p>There are potential impacts on employment status of Stirling Council employees within the Contact Centre if Social Services removed their contribution to overall running costs. Further risks could be associated with depending upon an alternative provider who may not meet the needs to citizens of Stirling. This could potentially have a negative impact on care delivery as well as a reputational risk to Stirling Council but there is also the potential that it may have a positive impact. Until further work is carried out it is too early to make an informed decision.</p>
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## GATHERING EVIDENCE

10. What evidence has been used to identify the potential impact of this proposal, where did it come from and how it was obtained? Please list all the evidence used. (Examples may include research undertaken at local or national level and service delivery information about service users/customers and levels of satisfaction. Evidence may have been gathered routinely through regular engagement with service users, equality groups and communities; or through engagement specifically undertaken to improve understanding of the impact of this proposal.)

EVIDENCE (Subject/Title)	SOURCE (Where it came from)	COLLECTION METHOD (How it was gathered and when)
There is a drive nationally to move towards digital inclusion and improving the call handling system for MECS would provide a platform to move away from analogue technology and provide an approach that would enable older people to stay in their own homes for longer with technology to support this.	Digital Scotland 2020  Technology Enabled Care Programme 2014-15	

## ASSESSING IMPACT

11. What potential impact will this proposal have on people in terms of the “needs” of the public sector equality duty i.e. the Council’s responsibilities to:

- **eliminate discrimination, harassment and victimisation**
- **advance equality of opportunity**
- **foster good relations - including the need to tackle prejudice and promote understanding**

Please consider each “need”, assess the impact of the proposal as positive (+), neutral (0), or negative (-) and summarise the reason/s for your response. See guidance for additional information.

EQUALITY DUTY “NEED”	POTENTIAL IMPACT (+) / (0) / (-)	SUMMARY OF REASONS FOR RESPONSE
Eliminate discrimination, harassment and victimisation	(0)	None foreseen
Advance equality of Opportunity	(0)	None foreseen
Fostering good relations	(0)	None foreseen

12. Will this proposal have a potential impact on people with protected characteristics? A more detailed explanation of these is provided in the guidance. Consider which if any, of the groups below will be affected by the proposal and if the impact will be positive (+), neutral (0), or negative (-). Your response to Question 11 may help you consider the impact of the proposal on people in these particular groups. Please consider each “need”, assess the impact of the proposal and summarise the reason/s for your response.

PROTECTED CHARACTERISTIC GROUP	EQUALITY DUTY NEED			SUMMARY OF REASONS
	Eliminating unlawful treatment (+) / (0) / (-)	Advancing equality of opportunity (+) / (0) / (-)	Fostering good relations (+) / (0) / (-)	
Age (Younger / Older)	(0)	(0)	(0)	There is the potential that by moving to a different system and supplier of Telecare service that the service may not be to the standards currently in place. Equally, however the service standards may improve. A project approach will be taken to delivering any new system and key milestones and standards will be part of any agreement and will be monitored closely. Further information on impacts will be available throughout the life of the project and the EQIA will be updated accordingly.
Disability	0	0	0	
Gender Reassignment	0	0	0	
Marriage and Civil Partnership	0	0	0	
Pregnancy and Maternity	0	0	0	
Race	0	0	0	
Religion and Belief	0	0	0	
Sex	0	0	0	
Sexual Orientation	0	0	0	

## IMPACT ON COMMUNITIES, HOUSEHOLD GROUPS OR INDIVIDUALS VULNERABLE TO POVERTY

13. Will this proposal have a positive (+), neutral (0), or negative (-) impact on communities, household groups or individuals with a **higher risk of experiencing poverty**. Guidance is available on those communities, households and individuals with a higher risk of experiencing poverty. Please assess the impact of the proposal and describe those who will be affected.

THOSE AFFECTED	POTENTIAL IMPACT (+) / ( 0) / (-)	DESCRIPTION OF IMPACT
<b>Geographical Community/ies</b>  (Please specify)	(0)	There is no foreseen impact on communities with a higher risk of experiencing poverty.
<b>Individuals or household groups</b>  (Please specify)	(0)	There is no foreseen impact on household groups or individuals with a higher risk of experiencing poverty.

### OVERALL IMPACT

14. Based on responses to Questions 11, 12 and 13, summarize the **overall** impact of this proposal confirming if this will be positive, neutral, or negative and highlighting any particular groups affected.

At present with the information available, there is no indication that there will be a positive or negative impact on protected characteristic groups. The expected impact is neutral as this is a change to who will deliver the service at present rather than a change to the service itself. As work progresses and more information is available the EQIA will be updated.

### MITIGATING POTENTIAL NEGATIVE IMPACT

Based on your response to question 14:

- if this proposal has any potential negative impact you must answer Questions 15 -18
- if this proposal does not have any potential negative impact go directly to Question 19

23. Describe the potential negative impact/s of this proposal, the level of impact anticipated and the number of people likely to be affected. If you are unable to confirm the actual number of people potentially affected please give an indication of the relative scale of this for example as a proportion of current service users. Please see the Guidance for additional information.

Potential negative impact	Level of impact (low-high)	Number of people potentially affected
N/a		

24. Based on your response to Question 15, could this proposal, in its current form, discriminate against people in a protected characteristic group – will it result in their being treated less favourably when compared with others not in a protected characteristic group? Please see the Guidance for additional information. [\\*link](#)

Please answer Yes or No

No

- If the proposal is considered to have the potential to discriminate against people in a protected characteristic group you should consider modifying it to remove or reduce its potential negative impact
- If the proposal is considered to be discriminatory to the extent that is unlawful it must be rejected or substantially modified

**The resulting modified policy requires to be re-assessed to confirm its impact as per Questions 11, 12, 13 and 14.**

**25.** Describe in detail the actions taken to remove or modify any identified negative impact of this proposal

In the course of the review process, any negative impact will be highlighted and mitigating actions identified. As stated above it is not known as yet what the overall impact is likely to be until further work is carried out.

**26.** Where negative impacts cannot be removed or minimised any further, clearly state your justification for continuing with this proposal.

No negative impacts have been identified at this point.

## **MONITORING AND REVIEW**

**19.** a) How will implementation of this proposal be monitored, how frequently and by whom?  
 b) How will the results of the monitoring be used to develop it in the future?  
 c) What is the timescale for the reviewing the impact of this proposal?

a) The review group will undertake monitoring

b) Monitoring results will be used to inform the future service delivery on an on-going basis to ensure continual improvement.

c) An initial review will completed in the year following implementation, early 2017.

## **PUBLISHING RESULTS**

**22** Please summarise the key findings of the EqIA. **This statement is for publication in the relevant Council report and requires to be authorised and signed by the Lead Officer responsible for the assessment.**

The outcomes of this proposal are to review the efficiency of the Contact Centre and EDT, looking at the potential to move to a digital system for handling telecare calls by becoming part of a national contact centre approach.

The main aims are to reduce the running costs of the Contact Centre and EDT service by putting in place more efficient systems and processes.

At present with the information available, there is no indication that there will be a positive or negative impact on protected characteristic groups. The expected impact is neutral as this is a change to who will deliver the service at present rather than a change to the service itself. As work progresses and more information is available the EQIA will be updated

**AUTHORISATION BY LEAD OFFICER (Head of Service/Service Manager)**

<b>Title</b> <b>Assistant Head of Social Services</b>	 <b>Signature</b>	<b>Date</b> <b>18/01/2016</b>
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## STIRLING COUNCIL: EQUALITY IMPACT ASSESSMENT FORM (June 2014)

The Guidance: **Equality Impact Assessment Toolkit June 2014** should be used when doing an Equality Impact Assessment (EqIA) and completing this form and a link is provided to this. The term **proposal** used below is intended to include “policy, strategy, service, function, procedure or project.”

### SUMMARY DETAILS

1. Title of Proposal: SERVICE PBB Ref (if applicable)

<b>Remodelling of Physical Disability Services</b>	<b>Social Services</b>	<b>SCS009</b>
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2. Lead and Contact Officer Details.

Lead Officer authorising assessment		Contact Officer/s undertaking assessment	
Title	Assistant Head of Social Services	Title/s	Programme Manager
Name	Phillip Gillespie	Name/s	Lesley Sheasby/Lorna McCurrach

3. Which other Council Services or Partner Agencies are / will be involved in the delivery of this proposal?

Likely to include NHS Forth Valley as well as a range of 3rd Sector providers in Stirling and Clackmannanshire through respective interfaces, reference Groups and Steering Group representation across Stirling Council, Clackmannanshire Council, Human Resources, Housing and Transport Services.
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4. Have they been involved in the Equality Impact Assessment process and if so, how?

Not at this stage but they will become more involved as work progresses.
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5. What is the nature of the proposal? *(Tick/complete all that apply)*

Review of an existing policy/strategy		Review of an existing service/function	√
Reduction in an existing service/function		Removal of an existing service	
Introduction of a new policy/strategy		Introduction of new service/function	√
Other e.g. technical, progress, procedural report			
PBB category e.g. transformational change	√		

6. For proposals with implications for budgets complete the following:

		(£ 000s)
Current expenditure on activity	In Council area as a whole	£3,000,000
	In/for specific community/ies	
Total anticipated savings or proposed increased spend	In/for Council area as a whole	£300,000
	In/ for specific community/ies	
Delivery Timescale and Phasing	Start date for savings/increased spend	April 2016
	End Date for savings/increased spend	March 2019
	Savings/increased spend Year 1	£100,000 saving and £100,000 spend this year.
	Savings/increased spend Year 2	£100,000
	Savings/increased spend Year 3	£100,000
	Savings/increased spend Year 4	£0
	Savings/increased spend Year 5	£0

## OUTCOMES, AIMS AND OBJECTIVES

7. What longer term outcomes is this proposal expected to achieve? Consider (a) the Single Outcome Agreement 2013 – 23, (b) Council Key Priorities 2014, (c) the Council's Equality Outcomes 2014 – 17 and any additional relevant strategies or policies. A link is provided to items (a)-(c).

OUTCOME	SOURCE DOCUMENT
<p><b>Council Key Priority G.</b> Improving care for our vulnerable people at home.</p> <p><b>Council Key Priority R.</b> Our financial strategy will reflect the current economic challenges by saving 24M whilst ensuring the delivery of quality services.</p>	<p>Stirling Council Business Plan (2015/16 – 2019/20)</p> <p>Stirling Council Business Plan (2015/16 – 2019/20)</p>

8. What are the main aims of this proposal? If this proposal revises an existing policy have its aims changed?

The key aim is to redesign the customer journey through social services which will provide a focus on independence and reduce reliance on longer term supports. Earlier this year the service implemented a limited reablement service for under 65s with a physical disability. Following a successful implementation the aim now is to extend this service to be more flexible and cost efficient.

This will offer improved services and widen access to community resources for people with a physical disability. This will be done by working closely with NHS Forth Valley and Third Sector partners etc to establish a local delivery plan.

This proposal will offer the supports to service users to maximize their potential, offer them more choices to meet their personal outcomes and reduce their dependency on formal services.

9. Who is most likely to be affected by this proposal? Consider current and potential future service users including people with particular needs, specific geographical communities and current and prospective employees. Provide anticipated numbers affected by the proposal where possible.

Adults and young people with a physical disability who require support from Children's and/or Adult Services.

Current and future employees will adopt new approaches to supporting this group; i.e. adopting the assets-based approach.

## GATHERING EVIDENCE

10. What evidence has been used to identify the potential impact of this proposal, where did it come from and how it was obtained? Please list all the evidence used. (Examples may include research undertaken at local or national level and service delivery information about service users/customers and levels of satisfaction. Evidence may have been gathered routinely through regular engagement with service users, equality groups and communities; or through engagement specifically undertaken to improve understanding of the impact of this proposal.)

EVIDENCE (Subject/Title)	SOURCE (Where it came from)	COLLECTION METHOD (How it was gathered and when)
<p>Self-Directed Support is described as the Personalisation of social and health care. It sets out a 10 year vision which aims to give people more choice and control over their health and social care and support.</p> <p>Locally under 65 years reablement has provided initial evidence to establish improvements in individuals independence given support and time.</p>	<p>National Strategy for Self - directed Support 2010 / The Social Care (Self Directed Support) (Scotland) Act 2013</p> <p>Internal services</p>	<p>Swift</p>

## ASSESSING IMPACT

11. What potential impact will this proposal have on people in terms of the “needs” of the public sector equality duty i.e. the Council’s responsibilities to:

- **eliminate discrimination, harassment and victimisation**
- **advance equality of opportunity**
- **foster good relations - including the need to tackle prejudice and promote understanding**

Please consider each “need”, assess the impact of the proposal as positive (+), neutral (0), or negative (-) and summarise the reason/s for your response. See guidance for additional information.

EQUALITY DUTY “NEED”	POTENTIAL IMPACT (+) / (0) / (-)	SUMMARY OF REASONS FOR RESPONSE
Eliminate discrimination, harassment and victimisation	(+)	Aimed at protecting and promoting the rights of individuals with a Physical Disability and ensuring parity of esteem with other service users.
Advance equality of opportunity	(+)	As above.
Fostering good relations	(+)	Promote more effective and joined up working in partnership with service users, carers and key stakeholders.

12. Will this proposal have a potential impact on people with protected characteristics? A more detailed explanation of these is provided in the guidance. Consider which if any, of the groups below will be affected by the proposal and if the impact will be positive (+), neutral (0), or negative (-). Your response to Question 11 may help you consider the impact of the proposal on people in these particular groups. Please consider each “need”, assess the impact of the proposal and summarise the reason/s for your response.

PROTECTED CHARACTERISTIC GROUP	EQUALITY DUTY NEED			SUMMARY OF REASONS
	Eliminating unlawful treatment (+) / (0) / (-)	Advancing equality of opportunity (+) / (0) / (-)	Fostering good relations (+) / (0) / (-)	
Age (Younger / Older)	0	0	0	
Disability	0	+	+	There will be wider range of services offered to people with a physical disability providing them with more choice in meeting their personal outcomes and reducing their reliance on formal services. This will have a positive impact on their quality of life.
Gender Reassignment	0	0	0	
Marriage and Civil Partnership	0	0	0	
Pregnancy and Maternity	0	0	0	
Race	0	0	0	
Religion and Belief	0	0	0	
Sex	0	0	0	
Sexual Orientation	0	0	0	

**IMPACT ON COMMUNITIES, HOUSEHOLD GROUPS OR INDIVIDUALS VULNERABLE TO POVERTY**

13. Will this proposal have a positive (+), neutral (0), or negative (-) impact on communities, household groups or individuals with a **higher risk of experiencing poverty**. Guidance is available on those communities, households and individuals with a higher risk of experiencing poverty. Please assess the impact of the proposal and describe those who will be affected.

THOSE AFFECTED	POTENTIAL IMPACT (+) / ( 0) / (-)	DESCRIPTION OF IMPACT
<p><b>Geographical Community/ies</b>  (Please specify)</p>	<p>0</p>	
<p><b>Individuals or household groups</b>  (Please specify)</p>	<p>0</p>	

**OVERALL IMPACT**

14. Based on responses to Questions 11, 12 and 13, summarize the **overall** impact of this proposal confirming if this will be positive, neutral, or negative and highlighting any particular groups affected.

The overall impact of this proposal will be positive for people with a physical disability because it seeks to address a wide range of service improvements and initiatives. This proposal seeks to develop services jointly between, health, social care services and third sector partners that recognize the needs of people living with a physical disability regardless of age and will offer them greater choice and the opportunity to maximize their potential.

## MITIGATING POTENTIAL NEGATIVE IMPACT

Based on your response to question 14:

- if this proposal has any potential negative impact you must answer Questions 15 -18
- if this proposal does not have any potential negative impact go directly to Question 19

27. Describe the potential negative impact/s of this proposal, the level of impact anticipated and the number of people likely to be affected. If you are unable to confirm the actual number of people potentially affected please give an indication of the relative scale of this for example as a proportion of current service users. Please see the Guidance for additional information.

Potential negative impact	Level of impact (low-high)	Number of people potentially affected

28. Based on your response to Question 15, could this proposal, in its current form, discriminate against people in a protected characteristic group – will it result in their being treated less favourably when compared with others not in a protected characteristic group? Please see the Guidance for additional information. [\\*link](#)

Please answer Yes or No

NO

- If the proposal is considered to have the potential to discriminate against people in a protected characteristic group you should consider modifying it to remove or reduce its potential negative impact
- If the proposal is considered to be discriminatory to the extent that is unlawful it must be rejected or substantially modified

**The resulting modified policy requires to be re-assessed to confirm its impact as per Questions 11, 12, 13 and 14.**

29. Describe in detail the actions taken to remove or modify any identified negative impact of this proposal

N/a

30. Where negative impacts cannot be removed or minimised any further, clearly state your justification for continuing with this proposal.

N/a

## MONITORING AND REVIEW

19. a) How will implementation of this proposal be monitored, how frequently and by whom?  
b) How will the results of the monitoring be used to develop it in the future?  
c) What is the timescale for the reviewing the impact of this proposal?


- a) Performance indicators will be applied to all improvement and change activity in the local delivery plan - a monthly steering group will report to the Transforming Care Board on a quarterly basis.
- b) Monitoring results will be used to inform the annual review and update plans for operational teams.
- c) 1 year from the beginning of the implementation of new arrangements and annually thereafter until the changes are implemented in full.

## PUBLISHING RESULTS

- 23 Please summarise the key findings of the EqIA. **This statement is for publication in the relevant Council report and requires to be authorised and signed by the Lead Officer responsible for the assessment.**

The overall impact of this proposal will be positive for people with a physical disability because it seeks to address a wide range of service improvements and initiatives. This proposal seeks to develop services jointly between, health, social care services and third sector partners that recognize the needs of people living with a physical disability regardless of age and will offer them greater choice and the opportunity to maximize their potential.

### AUTHORISATION BY LEAD OFFICER (Head of Service/Service Manager)

Title	Signature	Date
Phillip Gillespie, Assistant Head of Social Services		12/11/15

## STIRLING COUNCIL: EQUALITY IMPACT ASSESSMENT FORM (June 2014)

The Guidance: **Equality Impact Assessment Toolkit June 2014** should be used when doing an Equality Impact Assessment (EqIA) and completing this form and a link is provided to this. The term **proposal** used below is intended to include “policy, strategy, service, function, procedure or project.”

### SUMMARY DETAILS

1. Title of Proposal: SERVICE PBB Ref (if applicable)

<b>Remodelling of Mental Health Service</b>	<b>Social Services</b>	<b>SCS010</b>
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2. Lead and Contact Officer Details.

Lead Officer authorising assessment		Contact Officer/s undertaking assessment	
Title	Asst. Head of Social Services	Title/s	Programme Management Office
Name	Phillip Gillespie	Name/s	Lorna McCurrach/Lesley Sheasby

3. Which other Council Services or Partner Agencies are / will be involved in the delivery of this proposal?

Mental Health Services are Integrated; accordingly NHS Forth Valley Mental Health Services as well as a range of 3rd Sector providers in Stirling and Clackmannanshire through respective interfaces, reference Groups and Steering Group representation will be involved as part of the process. In addition, Stirling Council Clackmannanshire Council Human Resources will assist with discussions.

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

Not at this stage as the Project Plan is scheduled to role out from mid-January 2016.

5. What is the nature of the proposal? *(Tick/complete all that apply)*

Review of an existing policy/strategy		Review of an existing service/function	X
Reduction in an existing service/function		Removal of an existing service	
Introduction of a new policy/strategy		Introduction of new service/function	
Other e.g. technical, progress, procedural report			
PBB category e.g. transformational change	X		

4. For proposals with implications for budgets complete the following:

		(£ 000s)
Current expenditure on activity	In Council area as a whole	£1,158,000
	In/for specific community/ies	
Total anticipated savings or proposed increased spend	In/for Council area as a whole	£1,158,000
	In/ for specific community/ies	
Delivery Timescale and Phasing	Start date for savings/increased spend	April 2016
	End Date for savings/increased spend	March 2018
	Savings/increased spend Year 1	£50,000
	Savings/increased spend Year 2	£100,000
	Savings/increased spend Year 3	£0
	Savings/increased spend Year 4	£0
	Savings/increased spend Year 5	£0



## OUTCOMES, AIMS AND OBJECTIVES

7. What longer term outcomes is this proposal expected to achieve? Consider (a) the Single Outcome Agreement 2013 – 23, (b) Council Key Priorities 2014, (c) the Council's Equality Outcomes 2014 – 17 and any additional relevant strategies or policies. A link is provided to items (a)-(c).

OUTCOME	SOURCE DOCUMENT
<b>Council Key Priority K.</b> Examining and delivering on more opportunities for improved models of service delivery.	Stirling Council Business Plan (2015/16 – 2019/20)
<b>Council Key Priority R.</b> Our financial strategy will reflect the current economic challenges by saving 24M whilst ensuring the delivery of quality services.	Stirling Council Business Plan (2015/16 – 2019/20)

8. What are the main aims of this proposal? If this proposal revises an existing policy have its aims changed?

The key aim is to review, redesign and improve the client journey through services in such a way as to enhance recovery and personal outcomes for people requiring support with mental health issues. In particular for those with more complex and/or longer conditions, services will focus on widening access to community resources, maximise independent living skills, improve community inclusion through natural and supportive social networks and reduce unnecessary reliance on traditional services where appropriate. Through personalisation, self-directed support and enabling approaches, services will ensure clients are offered access to a wider range of choices beyond traditional supports alone.

9. Who is most likely to be affected by this proposal? Consider current and potential future service users including people with particular needs, specific geographical communities and current and prospective employees. Provide anticipated numbers affected by the proposal where possible.

Adults who require specialist health and social care supports for a mental health condition.

Carers and families of people with a long term mental health condition who require support and advice to enable them to continue in their caring role.

Current and future employees will benefit from professional development opportunities to adopt new approaches to supporting this group.

## GATHERING EVIDENCE

10. What evidence has been used to identify the potential impact of this proposal, where did it come from and how it was obtained? Please list all the evidence used. (Examples may include research undertaken at local or national level and service delivery information about service users/customers and levels of satisfaction. Evidence may have been gathered routinely through regular engagement with service users, equality groups and communities; or through engagement specifically undertaken to improve understanding of the impact of this proposal.)

EVIDENCE (Subject/Title)	SOURCE (Where it came from)	COLLECTION METHOD (How it was gathered and when)
<p><i>"Mental disorders are by far the most significant of the chronic conditions affecting the population of Europe, accounting for just under 40% of all years lived with disability"</i></p> <p><i>"Mental illness is one of the top public health challenges in Europe as measured by prevalence, burden of disease and disability..."</i></p> <p><b>Extracts - WHO research quoted in Foreword and body of Mental Health Strategy for Scotland</b></p>	<p>Mental Health Strategy for Scotland (2012-2015)</p> <p>A range of key commitments across the full spectrum of mental health improvement, services and recovery to ensure</p>	<p>National Policy</p>
<p><i>"9 out of 10 people who experience mental health problems have experienced stigma and discrimination through work, education, by health professionals or from family members"</i></p> <p><b>Extract from See ME Campaign Website Nov 2015</b></p>	<p>See Me - Scotland's programme for tackling mental health stigma and discrimination</p>	<p>National Campaign Programme</p>

## ASSESSING IMPACT

11. What potential impact will this proposal have on people in terms of the "needs" of the public sector equality duty i.e. the Council's responsibilities to:
- **eliminate discrimination, harassment and victimisation**
  - **advance equality of opportunity**
  - **foster good relations - including the need to tackle prejudice and promote understanding**

Please consider each "need", assess the impact of the proposal as positive (+), neutral (0), or negative (-) and summarise the reason/s for your response. See guidance for additional information.

EQUALITY DUTY "NEED"	POTENTIAL IMPACT (+) / (0) / (-)	SUMMARY OF REASONS FOR RESPONSE
<p>Eliminate discrimination, harassment and victimisation</p>	<p>(+)</p>	<p>Services that promote and work towards ensuring clients enjoy greater social inclusion will also actively address community barriers such as prejudice and misguided stereotyping through education and enhancing public awareness.</p>
<p>Advance equality of opportunity</p>	<p>(+)</p>	<p>More socially inclusive approaches enable people greater equity of access to community resources and opportunities in areas such as employment, healthcare etc.</p>

Fostering good relations	(+)	Services that promote and work towards ensuring clients enjoy greater social inclusion will also actively address community barriers such as prejudice and misguided stereotyping through education and enhancing public awareness.
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12. Will this proposal have a potential impact on people with protected characteristics? A more detailed explanation of these is provided in the guidance. Consider which if any, of the groups below will be affected by the proposal and if the impact will be positive (+), neutral (0), or negative (-). Your response to Question 11 may help you consider the impact of the proposal on people in these particular groups. Please consider each “need”, assess the impact of the proposal and summarise the reason/s for your response.

PROTECTED CHARACTERISTIC GROUP	EQUALITY DUTY NEED			SUMMARY OF REASONS
	Eliminating unlawful treatment (+) / (0) / (-)	Advancing equality of opportunity (+) / (0) / (-)	Fostering good relations (+) / (0) / (-)	
Age (Younger / Older)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Disability	+	+	+	Services that promote and work towards ensuring clients enjoy greater social inclusion will also actively address community barriers such as prejudice and misguided stereotyping through education and enhancing public awareness.
Gender Reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Marriage and Civil Partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Pregnancy and Maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Race	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Religion and Belief	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

## IMPACT ON COMMUNITIES, HOUSEHOLD GROUPS OR INDIVIDUALS VULNERABLE TO POVERTY

13. Will this proposal have a positive (+), neutral (0), or negative (-) impact on communities, household groups or individuals with a **higher risk of experiencing poverty**. Guidance is available on those communities, households and individuals with a higher risk of experiencing poverty. Please assess the impact of the proposal and describe those who will be affected.

THOSE AFFECTED	POTENTIAL IMPACT (+) / (0) / (-)	DESCRIPTION OF IMPACT
<b>Geographical Community/ies</b>  (Please specify)	(0)	
<b>Individuals or household groups</b>  (Please specify)	(0)	

### OVERALL IMPACT

14. Based on responses to Questions 11, 12 and 13, summarize the **overall** impact of this proposal confirming if this will be positive, neutral, or negative and highlighting any particular groups affected.

<p>The overall impact will be positive. More socially inclusive approaches enable people greater equity of access to community resources and opportunities in areas such as employment, healthcare etc.</p> <p>Services that promote and work towards ensuring clients enjoy greater social inclusion will also actively address community barriers such as prejudice and misguided stereotyping through education and enhancing public awareness.</p> <p>Workforce development plans will underpin the redesign of mental health services. The overall impact of this proposal on mental health staff teams can be viewed positively in terms of professional development opportunities for extending current role, skills and knowledge.</p>
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## MITIGATING POTENTIAL NEGATIVE IMPACT

Based on your response to question 14:

- if this proposal has any potential negative impact you must answer Questions 15 -18
- if this proposal does not have any potential negative impact go directly to Question 19

31. Describe the potential negative impact/s of this proposal, the level of impact anticipated and the number of people likely to be affected. If you are unable to confirm the actual number of people potentially affected please give an indication of the relative scale of this for example as a proportion of current service users. Please see the Guidance for additional information.

Potential negative impact	Level of impact (low-high)	Number of people potentially affected

32. Based on your response to Question 15, could this proposal, in its current form, discriminate against people in a protected characteristic group – will it result in their being treated less favourably when compared with others not in a protected characteristic group? Please see the Guidance for additional information. [\\*link](#)

Please answer Yes or No

- If the proposal is considered to have the potential to discriminate against people in a protected characteristic group you should consider modifying it to remove or reduce its potential negative impact
- If the proposal is considered to be discriminatory to the extent that is unlawful it must be rejected or substantially modified

**The resulting modified policy requires to be re–assessed to confirm its impact as per Questions 11, 12, 13 and 14.**

33. Describe in detail the actions taken to remove or modify any identified negative impact of this proposal

34. Where negative impacts cannot be removed or minimised any further, clearly state your justification for continuing with this proposal.

**MONITORING AND REVIEW**

- 19. a) How will implementation of this proposal be monitored, how frequently and by whom?
- b) How will the results of the monitoring be used to develop it in the future?
- c) What is the timescale for the reviewing the impact of this proposal?

- a) Performance indicators will be applied to all improvement and change activity in the local delivery plan - a monthly steering group will report to the Transforming Care Board on a quarterly basis.
- b) Monitoring results will be used to inform the annual review and update mental health team delivery plans.
- c) 1 year from the beginning of the implementation of new arrangements.

**PUBLISHING RESULTS**

**24** Please summarise the key findings of the EqIA. **This statement is for publication in the relevant Council report and requires to be authorised and signed by the Lead Officer responsible for the assessment.**

The overall impact will be positive. More socially inclusive approaches will enable people with mental health conditions greater equity of access to community resources and opportunities in areas such as employment, healthcare etc. In reviewing, redesigning and improving the client's journey through services, this will enhance recovery and personal outcomes. In particular for those clients with more complex and/or longer conditions, services will focus on widening access to community resources, maximise independent living skills, improve community inclusion through natural and supportive social networks and reduce unnecessary reliance on traditional provision where appropriate. Through personalisation, self-directed support and enabling approaches, services will ensure clients are offered access to a wider range of choices beyond traditional supports alone.

Services that promote and work towards ensuring clients enjoy greater social inclusion will also actively address community barriers such as prejudice and misguided stereotyping through education and enhance public awareness.

Workforce development plans will underpin the redesign of mental health services, and so the overall impact of this proposal on staff teams can be viewed positively in terms of professional development opportunities.

<b>AUTHORISATION BY LEAD OFFICER (Head of Service/Service Manager)</b>		
<b>Title</b> Assistant Head of Social Services	<b>Signature</b> 	<b>Date</b> 11th November 2015

## STIRLING COUNCIL: EQUALITY IMPACT ASSESSMENT FORM (June 2014)

The Guidance: **Equality Impact Assessment Toolkit June 2014** should be used when doing an Equality Impact Assessment (EqIA) and completing this form and a link is provided to this. The term **proposal** used below is intended to include “policy, strategy, service, function, procedure or project.”

### SUMMARY DETAILS

1. Title of Proposal: SERVICE PBB Ref (if applicable)

<b>Review of Employability Service Aligned with wider Corporate Approach</b>	<b>Social Services</b>	<b>SCS011</b>
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2. Lead and Contact Officer Details.

Lead Officer authorising assessment		Contact Officer/s undertaking assessment	
Title	Assistant Head of Social Services	Title/s	Programme Manager
Name	Phillip Gillespie	Name/s	Lesley Sheasby/Lorna McCurrach

3. Which other Council Services or Partner Agencies are / will be involved in the delivery of this proposal?

<p>Council services and services external to the council who offer differing forms of employment support to a range of user groups. For examples as well as Employability and key health partners other stakeholders will include colleagues in Education, Economic Development, Youth Services and possibly Skills Development Scotland.</p> <p>Significantly, internal services that will be part of the wider Corporate Review will be directed by the Director of Environment and Housing.</p>
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4. Have they been involved in the Equality Impact Assessment process and if so, how?

<p>The initial option form required a quick turnaround and there was limited time for feedback and discussion. However, since the draft option was published in early November 2015, there has been a number of comments received from staff as well as feedback from public consultations that have helped to inform the reframing of the original proposal and align it to the wider corporate review of the service planned. Staff engagement sessions have already been scheduled for February 2016 and a full stakeholder analysis and management plan will be carried out for this option (in line with customary processes for all options).</p>
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5. What is the nature of the proposal? *(Tick/complete all that apply)*

Review of an existing policy/strategy	√	Review of an existing service/function	√
Reduction in an existing service/function		Removal of an existing service	
Introduction of a new policy/strategy		Introduction of new service/function	
Other e.g. technical, progress, procedural report			
PBB category e.g. transformational change	√		

6. For proposals with implications for budgets complete the following:

		(£ 000s)
Current expenditure on activity	In Council area as a whole	£250,000
	In/for specific community/ies	
Total anticipated savings or proposed increased spend	In/for Council area as a whole	£250,000
	In/ for specific community/ies	

Delivery Timescale and Phasing	Start date for savings/increased spend	April 2017
	End Date for savings/increased spend	March 2018
	Savings/increased spend Year 1	£0
	Savings/increased spend Year 2	£250,000
	Savings/increased spend Year 3	£0
	Savings/increased spend Year 4	£0
	Savings/increased spend Year 5	£0

## OUTCOMES, AIMS AND OBJECTIVES

7. What longer term outcomes is this proposal expected to achieve? Consider (a) the Single Outcome Agreement 2013 – 23, (b) Council Key Priorities 2014, (c) the Council's Equality Outcomes 2014 – 17 and any additional relevant strategies or policies. A link is provided to items (a)-(c).

OUTCOME	SOURCE DOCUMENT
<p><b>Council Key Priority K.</b> Examining and delivering on more opportunities for improved models of service delivery</p>	Stirling Council Business Plan (2015/16 – 2019/20)
<p><b>Council Key Priority R.</b> Our financial strategy will reflect the current economic challenges by saving 24M whilst ensuring the delivery of quality services</p>	Stirling Council Business Plan (2015/16 – 2019/20)

8. What are the main aims of this proposal? If this proposal revises an existing policy have its aims changed?

The current Employability Team is based within Social Services, however, this is not a core service within this Service area. Nevertheless, in recognition of the importance of supporting employment, this proposal seeks to align, review and redesign this team within a wider corporate and strategic approach. It is acknowledged that the main focus of the Employability Service within Social Services is a specialist supported employment service that supports health impaired clients to secure and maintain employment, including Council employees. As part of the review and redesign the expertise within the team will be preserved and enhanced to allow a whole systems approach to be adopted across the Council. Engagement workshops will be arranged with the staff team to include them in the redesign work and the review of the service will take account of any over-arching strategic plans at a corporate and/or community level.

9. Who is most likely to be affected by this proposal? Consider current and potential future service users including people with particular needs, specific geographical communities and current and prospective employees. Provide anticipated numbers affected by the proposal where possible.

Services users and staff are most likely to be affected by this proposal.

The aim would be to enhance and maintain the service but within a wider strategic framework to ensure that the service continues to be delivered to those who are most vulnerable. Employment is the key focus, with the added impact of reducing social isolation, promoting lifelong learning, building confidence, improving emotional and physical wellbeing, enabling individuals to become responsible citizens and effective contributors to the local labour market and economy. This in turn will result in increased self-reliance, reducing dependency on services and empowering individuals to take control of their lives.



## GATHERING EVIDENCE

10. What evidence has been used to identify the potential impact of this proposal, where did it come from and how it was obtained? Please list all the evidence used. (Examples may include research undertaken at local or national level and service delivery information about service users/customers and levels of satisfaction. Evidence may have been gathered routinely through regular engagement with service users, equality groups and communities; or through engagement specifically undertaken to improve understanding of the impact of this proposal.)

EVIDENCE (Subject/Title)	SOURCE (Where it came from)	COLLECTION METHOD (How it was gathered and when)
Corporate Working Group on employability	Internal	Through working party 2015

## ASSESSING IMPACT

11. What potential impact will this proposal have on people in terms of the “needs” of the public sector equality duty i.e. the Council’s responsibilities to:
- **eliminate discrimination, harassment and victimisation**
  - **advance equality of opportunity**
  - **foster good relations - including the need to tackle prejudice and promote understanding**

Please consider each “need”, assess the impact of the proposal as positive (+), neutral (0), or negative (-) and summarise the reason/s for your response. See guidance for additional information.

EQUALITY DUTY “NEED”	POTENTIAL IMPACT (+) / (0) / (-)	SUMMARY OF REASONS FOR RESPONSE
Eliminate discrimination, harassment and victimisation	(+)	Proposal anticipates a 'whole systems' approach to advance employability opportunities.
Advance equality of Opportunity	(+)	With the proviso that the new corporate approach will maintain and enhance an effective employability service.
Fostering good relations	(+)	New model of service delivery will maintain and develop further partnership to promote employability.

12. Will this proposal have a potential impact on people with protected characteristics? A more detailed explanation of these is provided in the guidance. Consider which if any, of the groups below will be affected by the proposal and if the impact will be positive (+), neutral (0), or negative (-). Your response to Question 11 may help you consider the impact of the proposal on people in these particular groups. Please consider each “need”, assess the impact of the proposal and summarise the reason/s for your response.

PROTECTED CHARACTERISTIC GROUP	EQUALITY DUTY NEED			SUMMARY OF REASONS
	Eliminating unlawful treatment (+) / (0) / (-)	Advancing equality of opportunity (+) / (0) / (-)	Fostering good relations (+) / (0) / (-)	
Age (Younger / Older)	0	+	+	This improved service can provide employment opportunities for people of all ages who have a health impairment and need support.

Disability	0	+	+	This service will support and provide people with a mental health or learning disability to be supported into work and maintain their employment.
Gender Reassignment	0	0	0	Option unrelated to this protected characteristic
Marriage and Civil Partnership	0	0	0	Option unrelated to this protected characteristic
Pregnancy and Maternity	0	0	0	Option unrelated to this protected characteristic
Race	0	+	+	An employability service will be able to work with individuals experiencing difficulty entering the job market due to race/language barriers.
Religion and Belief	0	0	0	Option unrelated to this protected characteristic
Sex	0	0	0	Option unrelated to this protected characteristic
Sexual Orientation	0	0	0	Option unrelated to this protected characteristic

### IMPACT ON COMMUNITIES, HOUSEHOLD GROUPS OR INDIVIDUALS VULNERABLE TO POVERTY

13. Will this proposal have a positive (+), neutral (0), or negative (-) impact on communities, household groups or individuals with a **higher risk of experiencing poverty**. Guidance is available on those communities, households and individuals with a higher risk of experiencing poverty. Please assess the impact of the proposal and describe those who will be affected.

THOSE AFFECTED	POTENTIAL IMPACT (+) / (0) / (-)	DESCRIPTION OF IMPACT
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<p><b>Geographical Community/ies</b> (Please specify)</p>	<p>+</p>	<p>There is a recognised gap in Stirling for those who are wealthy and those experiencing poverty. There are also defined health inequalities within neighbouring communities. The employability service helps to address these inequalities by helping people into work, especially those who are most vulnerable and furthest from the job market.</p> <p>Withdrawal of the Employability Service would have an adverse impact on such people, however, by redesigning and enhancing the current service those who are most vulnerable could receive support from the service which will mean they are less dependent on other Council services.</p> <p>The Employability Service's social return on investment report showed a return of £3 for every £1 council spend. This reduced impact on service dependency, NHS and benefits are a clear indication that savings and economic investment is achievable. As clients enter employment, care costs are reduced, service dependency is reduced and clients have more money to spend locally. This in turn is understood to provide associated health benefits. This proposal aims to build on and consolidate these developments further.</p>
<p><b>Individuals or household groups</b> (Please specify)</p>	<p>+</p>	<p>As above the benefits of an effective employability service will benefit households and individuals in the same ways as described above for communities.</p>

## OVERALL IMPACT

14. Based on responses to Questions 11, 12 and 13, summarize the **overall** impact of this proposal confirming if this will be positive, neutral, or negative and highlighting any particular groups affected.

The overall impact of this proposal is intended to be positive.

The review and its method will address the full scope the current employability service supports and consider provision required by job seekers who face additional challenges in the employment market. The aim of the review and subsequent alignment to a more corporate and strategic delivery model will retain and promote further the original outcomes for service users; i.e. improved employability and prospects in the job market.

The overall impact of this proposal on selected Council staff can be viewed positively in terms of professional development opportunities for extending current role, skills and knowledge.

## MITIGATING POTENTIAL NEGATIVE IMPACT

Based on your response to question 14:

- if this proposal has any potential negative impact you must answer Questions 15 -18
- if this proposal does not have any potential negative impact go directly to Question 19

35. Describe the potential negative impact/s of this proposal, the level of impact anticipated and the number of people likely to be affected. If you are unable to confirm the actual number of people potentially affected please give an indication of the relative scale of this for example as a proportion of current service users. Please see the Guidance for additional information.

Potential negative impact	Level of impact (low-high)	Number of people potentially affected

36. Based on your response to Question 15, could this proposal, in its current form, discriminate against people in a protected characteristic group – will it result in their being treated less favourably when compared with others not in a protected characteristic group? Please see the Guidance for additional information. [\\*link](#)

Please answer Yes or No

- If the proposal is considered to have the potential to discriminate against people in a protected characteristic group you should consider modifying it to remove or reduce its potential negative impact
- If the proposal is considered to be discriminatory to the extent that is unlawful it must be rejected or substantially modified

**The resulting modified policy requires to be re–assessed to confirm its impact as per Questions 11, 12, 13 and 14.**

37. Describe in detail the actions taken to remove or modify any identified negative impact of this proposal

38. Where negative impacts cannot be removed or minimised any further, clearly state your justification for continuing with this proposal.

## MONITORING AND REVIEW

19. a) How will implementation of this proposal be monitored, how frequently and by whom?  
b) How will the results of the monitoring be used to develop it in the future?  
c) What is the timescale for the reviewing the impact of this proposal?

- a) The Project Manager will establish the method and governance arrangements for monitoring the proposal at conclusion of review and redesign process. The operational manager will be responsible for regular monitoring and performance reporting thereafter – no less than annually
- b) Monitoring results will be used to inform the annual review and update of the Employability Team Plans
- c) 1 year from the beginning of the implementation of new arrangements

## PUBLISHING RESULTS


- 25 Please summarise the key findings of the EqIA. **This statement is for publication in the relevant Council report and requires to be authorised and signed by the Lead Officer responsible for the assessment.**

The overall impact of this proposal is intended to be positive.

The review and its method will address the full scope the current employability service supports and provision required by job seekers who face additional challenges in the employment market. The aim of the review and subsequent alignment to a more corporate and strategic delivery model will aim to retain the original outcomes for service users; i.e. improved employability and prospects in the job market.

The overall impact of this proposal on selected Council staff can be viewed positively in terms of professional development opportunities for extending current role, skills and knowledge.

### AUTHORISATION BY LEAD OFFICER (Head of Service/Service Manager)

Title	Signature	Date
Phillip Gillespie, Assistant Head of Social Services		12/11/2015

## STIRLING COUNCIL: EQUALITY IMPACT ASSESSMENT FORM (June 2014)

The Guidance: **Equality Impact Assessment Toolkit June 2014** should be used when doing an Equality Impact Assessment (EqIA) and completing this form and a link is provided to this. The term **proposal** used below is intended to include “policy, strategy, service, function, procedure or project.”

### SUMMARY DETAILS

1. Title of Proposal: SERVICE PBB Ref (if applicable)

<b>Review of Family Support Services</b>	<b>Social Services</b>	<b>SCS012</b>
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2. Lead and Contact Officer Details.

Lead Officer authorising assessment		Contact Officer/s undertaking assessment	
Title	Assistant Head of Social Services	Title/s	Programme Manager
Name	Liam Purdie/Sandy Sneddon	Name/s	Lesley Sheasby/Lorna McCurrach

3. Which other Council Services or Partner Agencies are / will be involved in the delivery of this proposal?

Internal Human Resources NHS Forth Valley (Health Visitors) as referring agents
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4. Have they been involved in the Equality Impact Assessment process and if so, how?

Not at this present moment because the review process is yet to begin formally. All key stakeholders will be involved as the project plan progresses
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5. What is the nature of the proposal? *(Tick/complete all that apply)*

Review of an existing policy/strategy		Review of an existing service/function	√
Reduction in an existing service/function		Removal of an existing service	√
Introduction of a new policy/strategy		Introduction of new service/function	
Other e.g. technical, progress, procedural report			
PBB category e.g. transformational change	√		

6. For proposals with implications for budgets complete the following:

		(£ 000s)
Current expenditure on activity	In Council area as a whole	£153,000
	In/for specific community/ies	
Total anticipated savings or proposed increased spend	In/for Council area as a whole	£153,000
	In/ for specific community/ies	
Delivery Timescale and Phasing	Start date for savings/increased spend	April 2017
	End Date for savings/increased spend	March 2018
	Savings/increased spend Year 1	£0
	Savings/increased spend Year 2	£153,000
	Savings/increased spend Year 3	£0
	Savings/increased spend Year 4	£0
	Savings/increased spend Year 5	£0

## OUTCOMES, AIMS AND OBJECTIVES

7. What longer term outcomes is this proposal expected to achieve? Consider (a) the Single Outcome Agreement 2013 – 23, (b) Council Key Priorities 2014, (c) the Council's Equality Outcomes 2014 – 17 and any additional relevant strategies or policies. A link is provided to items (a)-(c).

OUTCOME	SOURCE DOCUMENT
<b>Council Key Priority R.</b> Our financial strategy will reflect the current economic challenges by saving 24M whilst ensuring the delivery of quality services	Stirling Council Business Plan (2015/16 – 2019/20)

8. What are the main aims of this proposal? If this proposal revises an existing policy have its aims changed?

**The main aim is to review and consider removal or reduction of the Family Support and Community Childcare Service** and all related discretionary services. The review will focus on the operational model, the range of current provision and in so doing will consult all key stakeholders.

9. Who is most likely to be affected by this proposal? Consider current and potential future service users including people with particular needs, specific geographical communities and current and prospective employees. Provide anticipated numbers affected by the proposal where possible.

**Current service users** - the current service focuses on children under 3 years; principally those affected by parental substance misuse, domestic abuse or poor mental wellbeing.

**Geographical communities** - provision covers the Stirling Council area from a team based in Raploch. Currently the majority of referrals come from eastern villages - Plean, Fallin and Cowie

## GATHERING EVIDENCE

10. What evidence has been used to identify the potential impact of this proposal, where did it come from and how it was obtained? Please list all the evidence used. (Examples may include research undertaken at local or national level and service delivery information about service users/customers and levels of satisfaction. Evidence may have been gathered routinely through regular engagement with service users, equality groups and communities; or through engagement specifically undertaken to improve understanding of the impact of this proposal.)

EVIDENCE (Subject/Title)	SOURCE (Where it came from)	COLLECTION METHOD (How it was gathered and when)
Data viewed today 6th November 2015  A collection of qualitative data on customer satisfaction including parent's testimonials/ feedback /evaluations by referrers	Parents, referring agents, social workers	Throughout 2010 to 2015 Letters, testimonials and emails

## ASSESSING IMPACT

11. What potential impact will this proposal have on people in terms of the “needs” of the public sector equality duty i.e. the Council’s responsibilities to:
- **eliminate discrimination, harassment and victimisation**
  - **advance equality of opportunity**
  - **foster good relations - including the need to tackle prejudice and promote understanding**

Please consider each “need”, assess the impact of the proposal as positive (+), neutral (0), or negative (-) and summarise the reason/s for your response. See guidance for additional information.

EQUALITY DUTY “NEED”	POTENTIAL IMPACT (+) / (0) / (-)	SUMMARY OF REASONS FOR RESPONSE
Eliminate discrimination, harassment and victimisation	(0)	None foreseen
Advance equality of opportunity	(-)	Potential delay in the child's development and wellbeing indicators; therefore less able to benefit from universal education
Fostering good relations	(-)	Service has noted a recent increase in referrals from disadvantaged groups, and BME - black & minority ethnic groups

12. Will this proposal have a potential impact on people with protected characteristics? A more detailed explanation of these is provided in the guidance. Consider which if any, of the groups below will be affected by the proposal and if the impact will be positive (+), neutral (0), or negative (-). Your response to Question 11 may help you consider the impact of the proposal on people in these particular groups. Please consider each “need”, assess the impact of the proposal and summarise the reason/s for your response.



PROTECTED CHARACTERISTIC GROUP	EQUALITY DUTY NEED			SUMMARY OF REASONS
	Eliminating unlawful treatment (+) / (0) / (-)	Advancing equality of opportunity (+) / (0) / (-)	Fostering good relations (+) / (0) / (-)	
Age (Younger / Older)	(0)	(-)	(0)	Potentially detrimental to achieving developmental milestones
Disability	0	0	0	
Gender Reassignment	0	0	0	
Marriage and Civil Partnership	0	0	0	
Pregnancy and Maternity	0	0	0	
Race	0	0	0	
Religion and Belief	0	0	0	
Sex	0	0	0	
Sexual Orientation	0	0	0	

## IMPACT ON COMMUNITIES, HOUSEHOLD GROUPS OR INDIVIDUALS VULNERABLE TO POVERTY

13. Will this proposal have a positive (+), neutral (0), or negative (-) impact on communities, household groups or individuals with a **higher risk of experiencing poverty**. Guidance is available on those communities, households and individuals with a higher risk of experiencing poverty. Please assess the impact of the proposal and describe those who will be affected.

THOSE AFFECTED	POTENTIAL IMPACT (+) / (0) / (-)	DESCRIPTION OF IMPACT
<b>Geographical Community/ies</b>  (Please specify)	(-)	Currently the majority of referrals come from eastern villages - Plean, Fallin and Cowie. These villages are recognised as being areas of deprivation.
<b>Individuals or household groups</b>  (Please specify)	(-)	Service has noted a recent increase in referrals from disadvantaged groups, and BME - black & minority ethnic groups

### OVERALL IMPACT

14. Based on responses to Questions 11, 12 and 13, summarize the **overall** impact of this proposal confirming if this will be positive, neutral, or negative and highlighting any particular groups affected.

Any potential reduction or removal of services could impact on the wellbeing of children under 3 years. Most referrals concern families where there are detrimental social and environmental factors impacting on the child's life
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### MITIGATING POTENTIAL NEGATIVE IMPACT

Based on your response to question 14:

- if this proposal has any potential negative impact you must answer Questions 15 -18
- if this proposal does not have any potential negative impact go directly to Question 19

39. Describe the potential negative impact/s of this proposal, the level of impact anticipated and the number of people likely to be affected. If you are unable to confirm the actual number of people potentially affected please give an indication of the relative scale of this for example as a proportion of current service users. Please see the Guidance for additional information.

Potential negative impact	Level of impact (low-high)	Number of people potentially affected
The service currently works with 20- 30 families over the course of a year.  In an average year, contact and services are delivered to more than 100 families	Variable and dependant on unique circumstances of the child and family	

**40.** Based on your response to Question 15, could this proposal, in its current form, discriminate against people in a protected characteristic group – will it result in their being treated less favourably when compared with others not in a protected characteristic group? Please see the Guidance for additional information. [\\*link](#)

Please answer Yes or No

Yes

- If the proposal is considered to have the potential to discriminate against people in a protected characteristic group you should consider modifying it to remove or reduce its potential negative impact
- If the proposal is considered to be discriminatory to the extent that is unlawful it must be rejected or substantially modified

**The resulting modified policy requires to be re–assessed to confirm its impact as per Questions 11, 12, 13 and 14.**

**41.** Describe in detail the actions taken to remove or modify any identified negative impact of this proposal

In the course of the review process, any negative impact will be highlighted and mitigating actions identified; i.e. reassignment of a similar and equally effective resource in another team

**42.** Where negative impacts cannot be removed or minimised any further, clearly state your justification for continuing with this proposal.

Any negative impacts can be offset by referral to appropriate universal services or provision via community based child-minding resources.

## MONITORING AND REVIEW

19. a) How will implementation of this proposal be monitored, how frequently and by whom?  
b) How will the results of the monitoring be used to develop it in the future?  
c) What is the timescale for the reviewing the impact of this proposal?

- |  |
|--|
| a) The review group will undertake monitoring  |
| b) Monitoring results will be used to inform the annual review and update learning disability operational team plans |
| c) The Review is intended to begin formally in January 2016  |

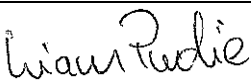
## PUBLISHING RESULTS

- 26 Please summarise the key findings of the EqIA. **This statement is for publication in the relevant Council report and requires to be authorised and signed by the Lead Officer responsible for the assessment.**

The Family Support Service focuses on children under 3 years; principally those affected by parental substance misuse, domestic abuse or poor mental wellbeing. The provision covers the Stirling Council area and is delivered by a team based in Raploch.

Currently the majority of referrals come from eastern villages - Plean, Fallin and Cowie. Any potential reduction or removal of services has the potential to impact on the wellbeing of children under 3 years. Most referrals to the service concern families where there are detrimental social and environmental factors impacting negatively on the child's life. Accordingly, the removal or reduction of this type of service could have a negative impact on the wellbeing of the children supported

### AUTHORISATION BY LEAD OFFICER (Head of Service/Service Manager)

Title	Signature	Date
Assistant Head of Social Services		6/11/2015