



Contact: Kate Spencer  
Telephone: 01803 207014  
E-mail address: [scrutiny@torbay.gov.uk](mailto:scrutiny@torbay.gov.uk)  
Date: Monday, 07 January 2013

Overview and Scrutiny  
Town Hall  
Castle Circus  
Torquay  
TQ1 3DR

Dear Member

**PRIORITIES AND RESOURCES 2013/2014 REVIEW PANEL - FRIDAY, 11 JANUARY 2013**

I am now able to enclose, for consideration at the Priorities and Resources 2013/2014 Review Panel to be held on Friday, 11 January 2013, the following reports that were unavailable when the agenda was printed.

<b>Agenda No</b>	<b>Item</b>	<b>Page</b>
2.	<b>Adult Social Care - Community Alarms</b>	(Pages 46 - 57)
4.	<b>Community Safety</b>	(Pages 58 - 97)
5.	<b>Supporting People</b>	(Pages 98 - 141)

Yours sincerely

Kate Spencer  
Overview and Scrutiny Lead

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

## **Budget Proposals 2013/14: Major Decision: Business Unit: Adult Social Care**

### **Combined Impact Assessment: Full assessment (Part 2)**

The council and its partners are facing a significant challenge in the savings it needs to make over the next couple of years. This Full Impact Assessment has been developed as a tool to enable business units to fully consider the impact of proposed major decisions on the community. a council we need to ensure that we are able to deliver the savings that we need to make from the 1<sup>st</sup> April and be able to justify our decisions through any legal challenge.

This full assessment, combined with the initial review, will evidence that you have fully considered the impact of your proposed changes and carried out appropriate consultation on those changes with the key stakeholders. The Combined Impact Assessment will allow Councillors to make informed decisions as part of the decision-making process regarding the council's budget.

Page 4

**Name:** Malcolm Dicken

**Position:** Head of New Ways of Working

**Business Unit:** Torbay and Southern Devon Health & Care NHS Trust

**Department:** Operations

**Date Commenced:** November 2012

**Date:** January 2013 v4

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

Summary from Overall Proposal (Updated as required)

Proposals – Outline	Savings 2013/14		Implementation Cost Include brief outline + year incurred	Delivery In place 01/04/13 If earlier or later state date	Risks / impact of proposals	Type of decision*		
	Income £ 000's	Budget reduction £ 000's				Internal	Minor	Major
<p>Introduce policy that alarms have to be funded privately after the first 3 months of provision unless there are exceptional circumstances .</p>		30			<p><b>Risks / impact of proposals</b></p> <ul style="list-style-type: none"> <li>• Potential risks</li> <li>• Impact on community</li> <li>• Knock on impact to other agencies</li> </ul> <ol style="list-style-type: none"> <li>1. The 900 Service users who have historically been provided with an alarm on an on-going basis will have to decide whether they wish to manage without an alarm or choose to pay to fund the alarm (circa £3 per week) privately.</li> <li>2. Potential that some clients who currently live on their own may need to have an increase in other Care Packages.</li> <li>3. Potential that some clients who are currently able to remain at home due to the support that a community provides may have to consider residential care.</li> <li>4. New Clients that require a</li> </ol>			

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

Proposals – Outline	Savings 2013/14		Implementation Cost Include brief outline + year incurred	Delivery In place 01/04/13 If earlier or later state date	Risks / impact of proposals	Type of decision*		
	Income £ 000's	Budget reduction £ 000's				Internal	Minor	Major
					<ul style="list-style-type: none"> <li>Potential risks</li> <li>Impact on community</li> <li>Knock on impact to other agencies</li> </ul> <p>community alarm beyond the initial 3 months will need to fund the service from their own funds</p>			

### Section 1: Purpose of the proposal/strategy/decision

No	Question	Details
1.040	Clearly set out the purpose of the proposal	<p>The proposal is to implement a revised policy in relation to the community alarms service. The alarms are currently funded on an on-going basis through the adult social care budget; the proposal is to limit the provision of the community alarms call service by only providing alarms free of charge for 3 months unless there are exceptional circumstances.</p> <p>After the initial 3 months provision the client will be able to decide if they would like to continue with a community alarm in which case they will have a choice to continue with the current service or to source an alternative provider. If the client decides to retain the current service then there would not be an additional installation fee, however a different provider may still want to raise an installation fee and we will then make arrangements to have the funded alarm removed.</p> <p>The proposal ensures that for short term crisis intervention, clients will still be provided with a funded service but this will be time limited to a period of 3 months, after which, the client will be expected to fund the services themselves if they wish to keep the alarm (The cost of privately funding is circa £3 a week). It also ensures that where a community alarm forms part of a TeleCare service it will continue to be funded by Adult Social Care</p>

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

No	Question	Details
2.	Who is intended to benefit / who will be affected?	<p>The policy will include the ability to continue funding alarms where circumstances dictate that this is appropriate.</p> <p>The key stakeholders affected by this proposal are:</p> <ol style="list-style-type: none"> <li>1. Clients who are already in receipt of this funded service (approx 900 clients – of which there may be approximately 100 who will retain an on-going service due to exceptional circumstances)</li> <li>2. Clients who in the future will require the provision of a funded community alarm</li> <li>3. Frontline Care Professionals who will need to make a decision on which clients are entitled to the provision of a time limited service and those that do not</li> <li>4. Staff at the Community Alarm Centre that will be have to invoke the new process</li> </ol>
3. Page 49	What is the intended outcome?	<p><i>It is important to identify the specific outcomes that this proposal intends to deliver.</i></p> <p>The outcome to be achieved is to change the current policy for community alarms resulting in a £30,000 saving against the current budget allocated for the provision of community alarms.</p>

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

## Section 2: Equalities, Consultation and Engagement

Torbay Council has a moral obligation as well as a duty under the Equality Act 2010 to eliminate discrimination, promote good relations and advance equality of opportunity between people who share a protected characteristic and people who do not.

The **Equalities, Consultation and Engagement** section ensures that, as a council, we take into account the Public Sector Equality Duty at an early stage and provide evidence to ensure that we fully consider the impact of our decisions/proposals on the Torbay community.

### Evidence, Consultation and Engagement

No	Question	Details
4.	Have you considered the available evidence?	Research has been undertaken on how other authorities approach the provision of community alarms. The proposal to provide the service free of charge for 3 months in a crisis is slightly more generous than other authorities. The provision of a community alarm to support TeleCare is unaffected by this policy.
5.	How have you consulted on the proposal?	Advice has been sought from the OT/Social Care leads and the Heads of service. A policy has been drafted by Adele Tithecott (Operational Transformation Lead) and is currently undergoing ratification. Awaiting a decision on how the various Cost Improvement Schemes will proceed to public consultation, will these be individually consulted on or will they be grouped.
6.	Outline the key findings	Through initial research and checking on the policies of other authorities we have concluded that Torbay is in a minority in the on-going funded provision of a Community Alarm. Below is the policy statement from Devon County Council which is representative of many other authorities. <b>Devon County Council:</b>

No	Question	Details
		<p>If you find it hard to pay</p> <p>If you are over 65 and need a community alarm because you are at risk, it is very possible that you would qualify for Attendance Allowance. This is a non-means-tested benefit designed for people who need help with daily tasks.</p> <p>The policy that has been drafted for Torbay will mirror the above statement and training to frontline staff will ensure that clients are either directed to the fact that they can use either an existing benefit such as 'Attendance Allowance' or their individual budget.</p>
7.2	<p>What amendments may be required as a result of the consultation?</p>	<p>Until this has proceeded to public consultation it is very difficult to say what amendments may be required and therefore to date we have not had to make any significant changes to the proposed new policy.</p> <p>The ability to provide a Community Alarm for a fixed period of time (up to 3 months) for a crisis intervention has been agreed as this forms a vital cost effective part of a package of care for two reasons:</p> <ol style="list-style-type: none"> <li>1. Can be used to prevent an unscheduled admission and therefore maintain the client at home</li> <li>2. Part of a re-ablement following a crisis that can reduce both:             <ol style="list-style-type: none"> <li>a. Time in Hospital or Care Home</li> <li>b. Reliance on Domiciliary or Care Home support</li> </ol> </li> </ol>

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

### Positive and Negative Equality Impacts

No	Question	Details		
		Positive Impact	Negative Impact	Neutral Impact
8.	Identify the potential positive and negative impacts on specific groups	<p><i>It is not enough to state that a proposal will affect everyone equally. There should be more in-depth consideration of available evidence to see if particular groups are more likely to be affected than others – use the table below. You should also consider workforce issues. If you consider there to be no positive or negative impacts use the 'neutral' column to explain why.</i></p>		
	All groups in society generally			After consideration it is concluded that the current service does not discriminate against any particular group or that it has sufficient data to suggest that this would have either a positive or negative impact
	Older or younger people	A small proportion of the 900 current users may establish that they are able to claim additional benefits such as Attendance Allowance.	There is a financial impact on the current 900 users who will be reviewed and then required to fund the service themselves at £2.99 per week	The predominant supply of a Community Alarm is provided to people who are generally over 65
	People with caring responsibilities		There could be a consequence to Carers and realistically this would be considered on case by case basis	
	People with a disability		There could be a consequence to people with a disability and realistically this would be considered on case by case basis	
	Women or men			After consideration it is concluded that the current service does not discriminate against any particular group or that it has sufficient data to suggest that this would have either a



Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

Details	
No	Question
	<p>People who are black or from a minority ethnic background (BME)</p> <p>Religion or belief (including lack of belief)</p> <p>People who are lesbian, gay or bisexual</p> <p>People who are transgendered</p> <p>People who are in a marriage or civil partnership</p> <p>Women who are pregnant /</p>
	<p>positive or negative impact</p> <p>After consideration it is concluded that the current service does not discriminate against any particular group or that it has sufficient data to suggest that this would have either a positive or negative impact</p> <p>After consideration it is concluded that the current service does not discriminate against any particular group or that it has sufficient data to suggest that this would have either a positive or negative impact</p> <p>After consideration it is concluded that the current service does not discriminate against any particular group or that it has sufficient data to suggest that this would have either a positive or negative impact</p> <p>After consideration it is concluded that the current service does not discriminate against any particular group or that it has sufficient data to suggest that this would have either a positive or negative impact</p> <p>After consideration it is concluded that the current service does not discriminate against any particular group or that it has sufficient data to suggest that this would have either a positive or negative impact</p> <p>After consideration it is concluded that the current service does not discriminate against any particular group or that it has sufficient data to suggest that this would have either a positive or negative impact</p>

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

		Details	
No	Question		
	on maternity leave		the current service does not discriminate against any particular group or that it has sufficient data to suggest that this would have either a positive or negative impact
9.	<b>Is there scope for your proposal to eliminate discrimination, promote equality of opportunity and/or foster good relations?</b>	<p>It has been decided that as community alarm could be a vital part of an overall care package of care either to prevent or to support a crisis intervention that we will fund the service for a period of up to 3 months.</p> <p>We will also be signposting those that wish to have a community alarm longer than the initial 3 months to find an on-going service either through the use of their individual budget or to apply for additional benefits that they may be entitled to.</p>	

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

### Section 3: Steps required to manage the potential impacts identified

		Details
No	Action	
10.	Summarise any positive impacts and how they will be realised most effectively?	<p>It has been decided that as community alarm could be a vital part of an overall care package of care either to prevent or to support a crisis intervention that we will fund the service for a period of up to 3 months.</p> <p>We will also be signposting those that wish to have a community alarm longer than the initial 3 months to find an on-going service either through the use of their individual budget or to apply for additional benefits that they may be entitled to.</p>
11.	Summarise any negative impacts and how these will be managed?	<p>One major negative is that clients may decide not to fund the service themselves and make themselves vulnerable to risks that could otherwise be mitigated (such as those continuing to live alone and independently but are liable to falls and then falling and unable to call for assistance in a timely and safe manner). If a client insists that that they are unable to fund the service and we believe that the provision of the alarm is in their best interest then the policy makes an allowance for that.</p> <p>We have assumed that there will always be a number of clients that will have their alarm funded.</p>

### Section 4: Course of Action

		Details
No	Action	
12.	State a course of action  [please refer to action plan on page 9]	<p>Clearly identify an option and justify reasons for this decision. The following four outcomes are possible from an assessment (and more than one may apply to a single proposal). Please select from the 4 outcomes below and justify reasons for your decision - If '3' please provide full justification :</p> <p><b>Outcome 2: Adjustments to remove barriers</b> – Action to remove the barriers identified in relation to equalities have been taken or actions identified to better promote equality.</p>

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

**Section 5: Monitoring and Action Plan**

		Details
No	Action	
13.	Outline plans to monitor the actual impact of your proposals	When this proposal is implemented, clients will have the choice to purchase with their own funds a service from several different private providers so we will be unable to track effectively if clients have continued with a similar service and their group as categorised by this EIA. If the client chooses an alarm from the Torbay Lifeline Service then we will be able to track and monitor the number of clients who have transferred and also the specific groups as specified in this EIA where the information is recorded.

*Please use the action plan below to summarise all of the key actions, responsible officers and timescales as a result of this impact assessment*

**Action plan**

Please detail below any actions you need to take: -

No.	Action	Reason for action / contingency	Resources	Responsibility	Deadline date
1	Monitor the number of clients who continue to receive a Social Care Funded Community Alarm	Ensure that those who are vulnerable but unable to afford an alarm continue to receive the service	Alarm Database	Alarm Service Manager	Ongoing
2	Monitor the number of clients who transfer from Social Care Funded to Private Funded within the Torbay Lifeline Alarm Service.	Ensure that the policy does not negatively impact the number of users of the service who can afford the service.	Alarm Database	Alarm Service Manager	Ongoing
3					
4					

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

5							

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

# Agenda Item 4

## Budget Proposals 2013/14: Minor Decision: Business Unit: Community Safety

## Community Protection

### Combined Impact Assessment: Full assessment (Part 2)

The council and its partners are facing a significant challenge in the savings it needs to make over the next couple of years. This Full Impact Assessment has been developed as a tool to enable business units to fully consider the impact of proposed major decisions on the community. A council we need to ensure that we are able to deliver the savings that we need to make from the 1<sup>st</sup> April and be able to justify our decisions through any legal challenge.

This full assessment, combined with the initial review, will evidence that you have fully considered the impact of your proposed changes and carried out appropriate consultation on those changes with the key stakeholders. The Combined Impact Assessment will allow Councillors to make informed decisions as part of the decision-making process regarding the council's budget.

Page 5

Name: Fran Hughes

Position: Executive Head Community Safety

Business Unit: Community Safety

Department: Community Safety – Community Protection

Date Commenced: November 2012

Date: January 2013 v4

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

### Summary from Overall Proposal (Updated as required)

Proposal – Outline	Savings 2013/14		Implementation Cost Include brief outline + year incurred	Delivery In place 01/04/13 If earlier or later state date	Risks / impact of proposals	Type of decision*		
	Income £ 000's	Budget reduction £ 000's				Internal	Minor	Major
Reduce the number of investigation and enforcement staff within the Community Protection Team. This will result in a 50% reduction in the proactive contaminated land and air quality work undertaken; a further prioritisation of complaints received based on risk and vulnerability and a move towards allocating resources on the basis of threat, risk and harm. Some customers will therefore not receive a bespoke service to investigate their complaints.		47020	Redundancy payments at 31/03/2013	01/04/2013	<ul style="list-style-type: none"> <li>• Potential risks</li> <li>• Impact on community</li> <li>• Knock on impact to other agencies</li> <li>• 20% of customers will not receive a bespoke service as they do not meet the risk and vulnerability threshold;</li> <li>• The data from those 20% will be used as intelligence to monitor trends in activity and allocate resources;</li> <li>• 50% reduction in the scientific work associated with air quality and contaminated land duties</li> <li>• Low risk issues and complaints will not be dealt with.</li> </ul>		x	

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

**Section 1: Purpose of the proposal/strategy/decision**

No	Question	Details
1.	Clearly set out the purpose of the proposal	<p>Outline exactly what the proposal is / whether there is any change including reasons for the change. List the key objectives of the proposal/strategy.</p> <p>To reduce the demand for community protection services, i.e. complaints relating to pollution, noise, etc.</p> <p>The aim is to focus the work of the team on the highest areas of threat, risk and harm. In order to do this, we will apply a filter to all complaints at the first point of contact which assesses the risk and vulnerability of the client. Those who meet the new thresholds will receive a bespoke service as currently. For those who do not meet the thresholds they will be offered advice and other sources of support, e.g. website, mediation, etc. We will not commence a bespoke investigation but will use the information as part of our intelligence gathering. These intelligence processes will look for trends in activities and risks and be used to allocate resources when they become available. The aim is to reduce demand in this area by 20%.</p> <p>We will be developing the thresholds over the coming months.</p>
2.	Who is intended to benefit / who will be affected?	<p>Who are the key stakeholders / which individuals / specific groups may benefit from the proposal or who will be most affected?</p> <p>Those members of the public who are vulnerable or who have a high risk issue affecting their wellbeing will continue to receive a service when they contact us as is the current arrangement.</p> <p>Those members of the public who are assessed as not being vulnerable or who are not experiencing a significant risk to their wellbeing will not receive a bespoke investigation and will be signposted to other sources of assistance.</p> <p>The wider population of Torbay will be affected by the changes to reduce the scientific work we proactively undertake. We will only deliver the statutory minimum service in these areas.</p>



Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

No	Question	Details
3.	What is the intended outcome?	<p><i>It is important to identify the specific outcomes that this proposal intends to deliver.</i></p> <p>The intended outcome is to manage demand to Community Protection and ensure that finite resources are targeted at the areas of highest threat, risk and harm.</p> <p>The Council's statutory obligations in this area of work are under the Environmental Protection Act 1990 Section 79 where the legal duty states:</p> <p>“it shall be the duty of every local authority to cause its area to be inspected from time to time to detect any statutory nuisances.”</p> <p>All other issues, e.g. fly tipping, envirocrime enforcement are powers of the council but are not statutory duties of the local authority. Hence they will not be investigated unless have been witnessed by member of the public and are prepared to supply witness statements.</p> <p>Not undertaking enforcement or investigatory activities may impact upon TOR2 and the relationship between enforcement and frontline delivery and service costs. For example, if enforcement reduces then there may be additional costs of clear up by TOR2, and a reduced regulatory deterrent may mean that people are more inclined to flytip.</p>

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

## Section 2: Equalities, Consultation and Engagement

Torbay Council has a moral obligation as well as a duty under the Equality Act 2010 to eliminate discrimination, promote good relations and advance equality of opportunity between people who share a protected characteristic and people who do not.

The **Equalities, Consultation and Engagement** section ensures that, as a council, we take into account the Public Sector Equality Duty at an early stage and provide evidence to ensure that we fully consider the impact of our decisions/proposals on the Torbay community.

### Evidence, Consultation and Engagement

No	Question	Details
4.	Have you considered the available evidence?	<p>Consider data and research already available locally and nationally. Your assessment should be under-pinned by up-to-date and reliable information about the different groups the proposal is likely to affect. For instance, population profile, satisfaction data, deprivation statistics and how this helps to build a picture around your proposal.</p> <p>We already collect data on demand and we aim to reduce demand by 20% based on this new system. We have trailed a similar method of working in private sector housing standards based on an agreed format which the police use for assessing vulnerability, which has demonstrated that this type of assessment can be practically implemented. to</p>
5.	How have you consulted on the proposal?	<p>Have you carried out any consultation on your proposal and if so how? Focus groups / survey / events? Remember that it may be important to also consult on any alternative options. Also include who you have consulted with and if applicable which specific groups you have consulted with (i.e. groups who may be specifically affected by your proposal, specific equality or hard to reach groups).</p> <p>A public budget questionnaire will be made available on the 2<sup>nd</sup> January - this will be made available online and at our connections offices &amp; libraries. This questionnaire asks local residents views on this proposal.</p>
6.	Outline the key findings	<p>Include feedback on your proposal including where you have consulted on any alternative options. Also include response rates, number of attendees to events / focus groups, outline of specific interest groups consulted. Use bullet points to summarise the key conclusions.</p> <p>Results will be made available for the full Council meetings taking place in February</p>

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

No	Question	Details
7.	<p><b>What amendments may be required as a result of the consultation?</b></p>	<p><i>Has feedback from the consultation and engagement process identified any changes required to the proposal? Have you had to alter your decision and look at alternative options?</i></p> <p>Please see above – the results of the public consultation will be used to feed into the budget setting full council meetings in February 2013</p>

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

**Positive and Negative Equality Impacts**

		<b>Details</b>	
<b>No</b>	<b>Question</b>	<b>Positive Impact</b>	<b>Negative Impact</b>
8.	Identify the potential positive and negative impacts on specific groups	<i>It is not enough to state that a proposal will affect everyone equally. There should be more in-depth consideration of available evidence to see if particular groups are more likely to be affected than others – use the table below. You should also consider workforce issues. If you consider there to be no positive or negative impacts use the 'neutral' column to explain why.</i>	
	All groups in society generally	Low risk issues and complaints will not be dealt with but we will have regard to all the information which we receive and use it to make sure we identify trends and areas which require a more detailed investigation.	Those who are affected by a high risk issue or who are vulnerable will still receive the same level of service as currently. The filter system will be based on risk and the vulnerability of the individual; therefore there should be a neutral impact on most clients.
	Older or younger people	Low risk issues and complaints will not be dealt with but we will have regard to all the information which we receive and use it to make sure we identify trends and areas which require a more detailed investigation.	Those who are affected by a high risk issue or who are vulnerable will still receive the same level of service as currently. The filter system will be based on risk and the vulnerability of the individual; therefore there should be a neutral impact on most clients.
	People with caring responsibilities	Low risk issues and complaints will not be dealt with but we will have regard to all the information which we receive and use it to make sure we identify trends and areas which require a more detailed investigation.	Those who are affected by a high risk issue or who are vulnerable will still receive the same level of service as currently. The filter system will be based on risk and the vulnerability of the individual; therefore there should be a neutral impact on most clients.

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

<b>Details</b>	
<b>No</b>	<b>Question</b>
	<p>People with a disability</p> <p>Low risk issues and complaints will not be dealt with but we will have regard to all the information which we receive and use it to make sure we identify trends and areas which require a more detailed investigation.</p> <p>Those who are affected by a high risk issue or who are vulnerable will still receive the same level of service as currently. The filter system will be based on risk and the vulnerability of the individual; therefore there should be a neutral impact on most clients.</p>
	<p>Women or men</p> <p>Low risk issues and complaints will not be dealt with but we will have regard to all the information which we receive and use it to make sure we identify trends and areas which require a more detailed investigation.</p> <p>Those who are affected by a high risk issue or who are vulnerable will still receive the same level of service as currently. The filter system will be based on risk and the vulnerability of the individual; therefore there should be a neutral impact on most clients.</p>
	<p>People who are black or from a minority ethnic background (BME)</p> <p>Low risk issues and complaints will not be dealt with but we will have regard to all the information which we receive and use it to make sure we identify trends and areas which require a more detailed investigation.</p> <p>Those who are affected by a high risk issue or who are vulnerable will still receive the same level of service as currently. The filter system will be based on risk and the vulnerability of the individual; therefore there should be a neutral impact on most clients.</p>
	<p>Religion and Belief</p> <p>Low risk issues and complaints will not be dealt with but we will have regard to all the information which we receive and use it to make sure we identify trends and areas which require a more detailed investigation.</p> <p>Those who are affected by a high risk issue or who are vulnerable will still receive the same level of service as currently. The filter system will be based on risk and the vulnerability of the individual; therefore there should be a neutral impact on most clients.</p>

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

No		Question		Details	
				investigation.	be a neutral impact on most clients.
	People who are lesbian, gay or bisexual			Low risk issues and complaints will not be dealt with but we will have regard to all the information which we receive and use it to make sure we identify trends and areas which require a more detailed investigation.	Those who are affected by a high risk issue or who are vulnerable will still receive the same level of service as currently. The filter system will be based on risk and the vulnerability of the individual; therefore there should be a neutral impact on most clients.
	People who are transgendered			Low risk issues and complaints will not be dealt with but we will have regard to all the information which we receive and use it to make sure we identify trends and areas which require a more detailed investigation.	The filter system will be based on risk and the vulnerability of the individual; therefore there should be a neutral impact on most clients.
	People who are in a marriage or civil partnership			Low risk issues and complaints will not be dealt with but we will have regard to all the information which we receive and use it to make sure we identify trends and areas which require a more detailed investigation.	Those who are affected by a high risk issue or who are vulnerable will still receive the same level of service as currently. The filter system will be based on risk and the vulnerability of the individual; therefore there should be a neutral impact on most clients.
	Women who are pregnant / on maternity leave			Low risk issues and complaints will not be dealt with but we will have regard to all the information which we receive and use it to make sure we identify trends and areas which	Those who are affected by a high risk issue or who are vulnerable will still receive the same level of service as currently. The filter system will be based on risk and the vulnerability of

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

Details	
No	Question
	<p>require a more detailed investigation.</p> <p>the individual; therefore there should be a neutral impact on most clients.</p>
9.	<p><b>Is there scope for your proposal to eliminate discrimination, promote equality of opportunity and/or foster good relations?</b></p> <p><i>The council is committed to ensuring that we meet the diverse needs of our community. As part of the Equality Act there is a general duty as well as our moral obligation where we are required to have 'due regard' to eliminating unlawful discrimination, advancing equality of opportunity and foster good relations between people who share a protected characteristic and people who do not. Outline how your proposal meets the general duty.</i></p> <p>In the development of this proposal, we have tried to balance the reality of a significant cut in Central Government funding to protect the most vulnerable members of our community as far as possible.</p> <p>By virtue of the fact that we will prioritise cases which are high risk or where the client is vulnerable, we will ensure that those who need the service most will receive it. All other clients will be able to report their concerns and we will monitor this information and ensure it is turned into intelligence to enable the Business Unit to deploy its limited resources to best effect.</p>

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

### Section 3: Steps required to manage the potential impacts identified

No	Action	Details
10.	Summarise any positive impacts and how they will be realised most effectively?	<p>Outline any positive impacts that you have identified relating to equalities and how these impacts will be realised most effectively. What ways can the positive impacts be maximised? Use the action plan on page 6 to outline actions, responsible officers and timescales</p> <p>Vulnerable clients and those with high threat, risk and harm receive a priority service.</p>
11.	Summarise any negative impacts and how these will be managed?	<p>Outline any negative impacts that you have identified relating to equalities and how these impacts will be managed / monitored so that they are reduced / eliminated or mitigated. What ways can the negative impact be minimised? Use the action plan on page 6 to outline actions, responsible officers and timescales.</p> <p>In the development of this proposal, we have tried to balance the reality of a significant cut in Central Government funding to protect the most vulnerable members of our community as far as possible. The proposal recognises the need for additional support based on threat, risk and harm and the vulnerability of the client involved. We are aware of high profile cases, such as the Pilkington SCR, and the assessment matrix will take this into account. The vulnerability matrix is based on best practice and is already in use by the police</p>

Page 68

### Section 4: Course of Action

No	Action	Details
12.	<p>State a course of action</p> <p>[please refer to action plan on page 9]</p>	<p>Clearly identify an option and justify reasons for this decision. The following four outcomes are possible from an assessment (and more than one may apply to a single proposal). Please select from the 4 outcomes below and justify reasons for your decision - If '3' please provide full justification :</p> <p><b>Where: -</b></p> <p><b>Outcome 1: No major change required - EIA has not identified any potential for adverse impact in relation to equalities and all opportunities to promote equality have been taken.</b></p> <p>The matrix which assesses risk and vulnerability will be kept under review and cross referenced with the</p>



Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

	intelligence received to ensure that those who need services continue to receive them. The impact on TOR2 will also be monitored through regular dialogue as part of existing arrangements.
--	---

### Section 5: Monitoring and Action Plan

No	Action	Details
13.	Outline plans to monitor the actual impact of your proposals	<p>The full impact of decisions will only be known once it is introduced. Identify arrangements for reviewing the actual impact of proposals once they have been implemented. Please also use the action plan below.</p> <p>The new intelligence based model will act as a check and balance on the effectiveness of the assessment matrix.</p>

*Please use the action plan below to summarise all of the key actions, responsible officers and timescales as a result of this impact assessment*

Page 69

### Action plan

Please detail below any actions you need to take: -

No.	Action	Reason for action / contingency	Resources	Responsibility	Deadline date
1	Consult members of the public in Torbay as part of the budget setting process	Any reduction in service will require public consultation.	Officer Time	Policy and Performance Team/ Community Safety Business Unit	Commence in January 2013 – included as part of the public budget consultation
2	Utilise the new intelligence model to assess the effectiveness of the risk and vulnerability matrix.	To ensure that the threshold is set at an appropriate level.	Officer time	Community Safety Business Unit	Quarterly
3	Meet regularly with TOR2 to assess	To ensure that there are no	Officer time	Community	Quarterly as part

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

	the impact of the changes and ensure that there are no unintended consequences	unintended consequences from the councils actions	Safety Business Unit	of existing contract monitoring arrangements.
4				
5				

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

**Budget Proposals 2013/14: Minor Decision: Business Unit: Community Safety      Street Wardens**

**Combined Impact Assessment: Full assessment (Part 2)**

The council and its partners are facing a significant challenge in the savings it needs to make over the next couple of years. This Full Impact Assessment has been developed as a tool to enable business units to fully consider the impact of proposed major decisions on the community. As a council we need to ensure that we are able to deliver the savings that we need to make from the 1<sup>st</sup> April and be able to justify our decisions through any legal challenge.

This full assessment, combined with the initial review, will evidence that you have fully considered the impact of your proposed changes and carried out appropriate consultation on those changes with the key stakeholders. The Combined Impact Assessment will allow Councillors to make informed decisions as part of the decision-making process regarding the council's budget.

**Page 1**  
**Name:** Fran Hughes      **Position:** Executive Head Community Safety  
**Business Unit:** Community Safety      **Department:** Community Safety  
**Date Commenced:** November 2012      **Date:** January 2012 v4

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

Summary from Overall Proposal (Updated as required)

Proposal – Outline	Savings 2013/14		Implementation Cost Include brief outline + year incurred	Delivery In place 01/04/13 If earlier or later state date	Risks / impact of proposals	Type of decision*		
	Income £ 000's	Budget reduction £ 000's				Internal	Minor	Major
Reduce the number of Street Wardens by 2 FTE, with the results that Street Wardens will be spread across a wider geographical area		£45,980	None	01/04/2013	<ul style="list-style-type: none"> <li>Potential risks</li> <li>Impact on community</li> <li>Knock on impact to other agencies</li> </ul> <ul style="list-style-type: none"> <li>Reductions in the visible presence provided by the Street Wardens as less officers will have to cover the same geographical areas covered by the Street Warden programme.</li> <li>Reductions in the support for the Junior Street Wardens (JSW Crew).</li> <li>Support to be provided to those most vulnerable in the community.</li> <li>Reduced resource across the wider service area including Anti Social Behaviour (ASB) investigation, victim support and envirocrime investigation. Will increase workload in other areas.</li> <li>A reduced ability to support</li> </ul>		x	

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

Proposal – Outline	Savings 2013/14		Implementation Cost Include brief outline + year incurred	Delivery In place 01/04/13 if earlier or later state date	Risks / impact of proposals <ul style="list-style-type: none"> <li>• Potential risks</li> <li>• Impact on community</li> <li>• Knock on impact to other agencies</li> </ul>	Type of decision*		
	Income £ 000's	Budget reduction £ 000's				Internal	Minor	Major
					community development at the same level			

### Section 1: Purpose of the proposal/strategy/decision

No	Question	Details
1.	Clearly set out the purpose of the proposal	<p><i>Outline exactly what the proposal is / whether there is any change including reasons for the change. List the key objectives of the proposal/strategy.</i></p> <p>Reduce the number of Street Wardens employed by the Council from 7 to 5. (There is an additional Street Warden employed by the Torquay BID rather than the council that operates in Torquay Town Centre).</p> <p>Torbay Council currently employs 6 Street Wardens and 1 Senior Street Warden to cover the areas of Watcombe, Hele, Torre, Queen Elizabeth Drive, Paignton. The Wardens role is multi-faceted and includes:-</p> <ul style="list-style-type: none"> <li>• A visible presence in communities;</li> <li>• Supporting community activities and events;</li> <li>• Undertaking various regulatory interventions (e.g. deterring dog fouling, litter and ASB);</li> <li>• Coordinating the Junior Street Warden Programme (JSW Crew);</li> <li>• Providing support to the most vulnerable in our communities;</li> <li>• Facilitating community events;</li> <li>• Supporting partners to deliver high community confidence;</li> </ul>

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

No	Question	Details
Page 74	<p><b>Who is intended to benefit / who will be affected?</b></p>	<p>The key purpose of the role is as follows:</p> <p>To provide a visible, semi-official presence within the areas covered by the Street Warden scheme. Providing a link between local residents and other key agencies to promote community safety and engagement, tackle anti social behaviour and environmental problems, therefore creating a greater feeling of security, confidence and empowerment amongst residents</p> <p>More details can be found at:  <a href="http://www.torbay.gov.uk/index/yourservices/communityprotection/policingandsafety/streetwardens/htm">www.torbay.gov.uk/index/yourservices/communityprotection/policingandsafety/streetwardens/htm</a></p> <p>The Street wardens will still expected to cover the same geographical areas but will have less time to spend there. There will still be a Street Warden in all the existing areas, but the resilience of the scheme and the ability for the wardens to participate in all of the activities that they currently support will be reduced.</p> <p><i>Who are the key stakeholders / which individuals / specific groups may benefit from the proposal or who will be most affected?</i></p> <p>The Wards of Torre, Hele, Watcombe and Blatchcome will be affected – the street wardens currently patrol Watcombe, Hele, Foxhole/QED, Torre/Town Centre</p> <p>There will be less of a visible Street Warden presence in each area, as the Wardens will have to cover wider areas to accommodate the staff losses.</p> <p>However, 2 Street Warden posts are currently vacant – the posts have been vacant for approx 3 months.</p> <p>PCSOs still operate in Torbay and will continue to operate in the affected areas.</p> <p>We will have to reduce the amount of support for JSW Crew, community development including initiatives such as the Preventative Community Team in Watcombe and Hele.</p>

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

No	Question	Details
3.	What is the intended outcome?	<p><i>It is important to identify the specific outcomes that this proposal intends to deliver.</i></p> <p>Reduction in the overall resource allocated to Street Wardens which are a discretionary area of work for the Council.</p> <p>The reduction will result in less Street Warden cover being provided in all of the areas street wardens currently staff. Although there will still be one Street Warden allocated to each area, at times of Officer holiday/sickness, etc, the cover will be lost. The new proposals will provide a reduced level of service to all wards, equally.</p>

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

## Section 2: Equalities, Consultation and Engagement

Torbay Council has a moral obligation as well as a duty under the Equality Act 2010 to eliminate discrimination, promote good relations and advance equality of opportunity between people who share a protected characteristic and people who do not.

The **Equalities, Consultation and Engagement** section ensures that, as a council, we take into account the Public Sector Equality Duty at an early stage and provide evidence to ensure that we fully consider the impact of our decisions/proposals on the Torbay community.

### Evidence, Consultation and Engagement

No	Question	Details
4.	Have you considered the available evidence?	<p>Consider data and research already available locally and nationally. Your assessment should be under-pinned by up-to-date and reliable information about the different groups the proposal is likely to affect. For instance, population profile, satisfaction data, deprivation statistics and how this helps to build a picture around your proposal.</p> <p>Street Wardens are deployed in the most deprived areas of Torbay. 15% (21,000) of the population live in areas in the top 10% most deprived in England (2010).</p>
5.	How have you consulted on the proposal?	<p>Have you carried out any consultation on your proposal and if so how? Focus groups / survey / events? Remember that it may be important to also consult on any alternative options. Also include who you have consulted with and if applicable which specific groups you have consulted with (i.e. groups who may be specifically affected by your proposal, specific equality or hard to reach groups).</p> <p>This proposal forms part of the public budget consultation online/paper survey which will run throughout January.</p> <p>Further consultation will take place with key stakeholders.</p>
6.	Outline the key findings	<p>Include feedback on your proposal including where you have consulted on any alternative options. Also include response rates, number of attendees to events / focus groups, outline of specific interest groups consulted. Use bullet points to summarise the key conclusions.</p>



Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

No	Question	Details
		TBC – once consultation has begun
7.	<b>What amendments may be required as a result of the consultation?</b>	<p><i>Has feedback from the consultation and engagement process identified any changes required to the proposal? Have you had to alter your decision and look at alternative options?</i></p> <p>TBC – once consultation has begun</p>

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

### Positive and Negative Equality Impacts

No	Question	Details		
8.	Identify the potential positive and negative impacts on specific groups	<p><i>It is not enough to state that a proposal will affect everyone equally. There should be more in-depth consideration of available evidence to see if particular groups are more likely to be affected than others – use the table below. You should also consider workforce issues. If you consider there to be no positive or negative impacts use the 'neutral' column to explain why.</i></p>		
		Positive Impact	Negative Impact	Neutral Impact
	All groups in society generally		There will be a reduced Street Warden capability in all affected areas, which are in the top 10 most deprived areas in the country.	The Council will ensure the equality of the remaining scheme to avoid discrimination.
	Older or younger people		There will be less opportunities for younger people as the JSW Crew Scheme is reduced. Less support for elderly clients as wardens often identify and work with those most vulnerable in the community.	The Council will ensure the equality of the remaining scheme to avoid discrimination.
	People with caring responsibilities		There will be a reduced Street Warden capability in all affected areas, which are in the top 10 most deprived areas in the country.	The Council will ensure the equality of the remaining scheme to avoid discrimination.
	People with a disability		There will be a reduced Street Warden capability in all affected areas, which are in the top 10 most deprived areas in the country.	The Council will ensure the equality of the remaining scheme to avoid discrimination.
	Women or men		There will be a reduced Street Warden capability in all affected areas, which	The Council will ensure the equality of

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

Details	
No	Question
	are in the top 10 most deprived areas in the country.
	the remaining scheme to avoid discrimination.
People who are black or from a minority ethnic background (BME)	There will be a reduced Street Warden capability in all affected areas, which are in the top 10 most deprived areas in the country.
Religion and Belief	The Council will ensure the equality of the remaining scheme to avoid discrimination.
People who are lesbian, gay or bisexual	There will be a reduced Street Warden capability in all affected areas, which are in the top 10 most deprived areas in the country.
People who are transgendered	The Council will ensure the equality of the remaining scheme to avoid discrimination.
People who are in a marriage or civil partnership	There will be a reduced Street Warden capability in all affected areas, which are in the top 10 most deprived areas in the country.
Women who are pregnant / on maternity leave	The Council will ensure the equality of the remaining scheme to avoid discrimination.
	The Council will ensure the equality of the remaining scheme to avoid discrimination.

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

Details	
No	Question
9.	<p><b>Is there scope for your proposal to eliminate discrimination, promote equality of opportunity and/or foster good relations?</b></p> <p>The council is committed to ensuring that we meet the diverse needs of our community. As part of the Equality Act there is a <u>general duty as well as our moral obligation</u> where we are required to have 'due regard' to eliminating unlawful discrimination, advancing equality of opportunity and foster good relations between people who share a protected characteristic and people who do not. <i>Outline how your proposal meets the general duty.</i></p> <p>The Street Warden Scheme will remain focused on Torbay's most deprived communities and all of the current areas served by the Street Warden Scheme will continue to get a service. This service will be targeted towards the most vulnerable in each area.</p>

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

### Section 3: Steps required to manage the potential impacts identified

		<b>Details</b>
<b>No</b>	<b>Action</b>	
<b>10.</b>	<b>Summarise any positive impacts and how they will be realised most effectively?</b>	<p><i>Outline any positive impacts that you have identified relating to equalities and how these impacts will be realised most effectively. What ways can the positive impacts be maximised? Use the action plan on page 6 to outline actions, responsible officers and timescales</i></p> <p>In the development of this proposal, we have tried to balance the reality of a significant cut in Central Government funding to protect the most vulnerable members of our community as far as possible. The proposal recognises the need for additional support in the current Street Warden areas, and will retain a Street Warden service in all these areas. However, there will be times when continuity of service cannot be maintained due to less staff resources. We will however work closely with the Police, who provide PCSOs in the same areas to ensure that we effectively coordinate our activities to ensure that we do not duplicate activity, but we compliment each other's role and we effectively work together to support and safeguard our communities.</p>
<b>11.</b>	<b>Summarise any negative impacts and how these will be managed?</b>	<p><i>Outline any negative impacts that you have identified relating to equalities and how these impacts will be managed / monitored so that they are reduced / eliminated or mitigated. What ways can the negative impact be minimised? Use the action plan on page 6 to outline actions, responsible officers and timescales.</i></p> <p>The budget proposal maintains a Street Warden in all the geographical areas currently covered by the Street Wardens. We will be working with the communities affected, through the Community Partnerships and other community representatives to work up a business plan for each of the areas for the coming year. The business plan will detail our commitment to each area, through negotiation and based on each communities requirements.</p>

### Section 4: Course of Action

		<b>Details</b>
<b>No</b>	<b>Action</b>	
<b>12.</b>	<b>State a course of action [please refer to action</b>	<p><i>Clearly identify an option and justify reasons for this decision. The following four outcomes are possible from an assessment (and more than one may apply to a single proposal). Please select from the 4 outcomes below and justify reasons for your decision - If '3' please provide full justification :</i></p>

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

<p>plan on page 9]</p>	<p><b>Where: -</b></p> <p><b>Outcome 1: No major change required</b> - EIA has not identified any potential for adverse impact in relation to equalities and all opportunities to promote equality have been taken.</p> <p><b>Outcome 2: Adjustments to remove barriers</b> – Action to remove the barriers identified in relation to equalities have been taken or actions identified to better promote equality.</p> <p><b>Outcome 3: Continue with proposal</b> - Despite having identified some <u>potential</u> for adverse impact / missed opportunities in relation to equalities or to promote equality. Full justification required, especially in relation to equalities, in line with the duty to have 'due regard'.</p> <p>The following mechanisms and action plan have been put in place to ensure all impacts are monitored – please refer to Section 5.</p> <p><b>Outcome 4: Stop and rethink</b> – EIA has identified actual or potential unlawful discrimination in relation to equalities or adverse impact has been identified.</p>
------------------------	---

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

**Section 5: Monitoring and Action Plan**

No	Action	Details
13.	Outline plans to monitor the actual impact of your proposals	<p>The full impact of decisions will only be known once it is introduced. Identify arrangements for reviewing the actual impact of proposals once they have been implemented. Please also use the action plan below.</p> <p>The Street Wardens will still be working in the specified geographic locations. They will report any significant changes, community tensions or increased vulnerability in their areas. The Partnership Tasking process will also monitor trends in crime, hate crime and community tension and prioritise these for actions, if thresholds are met. The newly established Vulnerability Group will also deal with individual cases of vulnerability where this is identified, through a multiagency approach.</p>

*Please use the action plan below to summarise all of the key actions, responsible officers and timescales as a result of this impact assessment*

**Action plan**

Please detail below any actions you need to take: -

No.	Action	Reason for action / contingency	Resources	Responsibility	Deadline date
1	Consult with members of the public as part of the budget consultation. Further consultation to take place with key stakeholders.		Officer time	Policy and Performance Team/ Community Safety Business Unit	From January 2013 – included as part of the public budget consultation
2	Maintain the Partnership Tasking process to ensure that trends are identified quickly.	Partnership working will ensure that risks and vulnerability are identified quickly and a multiagency approach displayed where necessary.	Officer time	Community Safety Business Unit	Ongoing

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

3	Work with Police PCSOs to effectively coordinate activities, avoid duplication and work together to support and safeguard vulnerable communities.	Partnership working will ensure that the most vulnerable receive an appropriate level of resources.	Officer time	Community Safety Business Unit	Ongoing
4	Work with community partnerships and other community representatives in each area to determine the business plan for the street wardens for the coming year.	To ensure resources are targeted at the areas of highest need and importance to the community	Officer time	Community Safety Business Unit	End March 2013



Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

## Budget Proposals 2013/14: Minor Decision: Business Unit: Community Safety - Community Partnerships

### Combined Impact Assessment: Full assessment (Part 2)

The council and its partners are facing a significant challenge in the savings it needs to make over the next couple of years. This Full Impact Assessment has been developed as a tool to enable business units to fully consider the impact of proposed major decisions on the community. As a council we need to ensure that we are able to deliver the savings that we need to make from the 1<sup>st</sup> April and be able to justify our decisions through any legal challenge.

This full assessment, combined with the initial review, will evidence that you have fully considered the impact of your proposed changes and carried out appropriate consultation on those changes with the key stakeholders. The Combined Impact Assessment will allow Councillors to make informed decisions as part of the decision-making process regarding the council's budget.

**Name:** Frances Hughes      **Position:** Executive Head Community Safety  
**Business Unit:** Community Safety      **Department:** Community Safety – Community Partnerships  
**Date Commenced:** November 2012-12-21      **Date:** January 2013 v5

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

Summary from Overall Proposal (Updated as required)

Proposal – Outline	Savings 2013/14		Implementation Cost Include brief outline + year incurred	Delivery In place 01/04/13 If earlier or later state date	Risks / impact of proposals	Type of decision*		
	Income £ 000's	Budget reduction £ 000's				Internal	Minor	Major
To reduce the amount of grant funding given to Community Partnerships by £30,000		£30,000	N/A	01/04/13	<ul style="list-style-type: none"> <li>Potential risks</li> <li>Impact on community</li> <li>Knock on impact to other agencies</li> <li>Community Partnerships will have a 50% reduction in the grant funding available to them;</li> <li>A reduction in grant funding will mean that the Community Partnerships will have to review the way in which they operate and look for alternative funding streams;</li> <li>The council will become an enabler, rather than a direct service provider;</li> <li>The Community Partnership Management Group will determine how the funding is allocated, in accordance with the identified needs in the Community Plan;</li> <li>Reputational damage to the Authority, but this can be</li> </ul>		x	

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

Proposal – Outline	Savings 2013/14		Implementation Cost Include brief outline + year incurred	Delivery In place 01/04/13 if earlier or later state date	Risks / impact of proposals <ul style="list-style-type: none"> <li>Potential risks</li> <li>Impact on community</li> <li>Knock on impact to other agencies</li> </ul>	Type of decision*		
	Income £ 000's	Budget reduction £ 000's				Internal	Minor	Major
					offset with the plans to develop a Community Development Trust;			

### Section 1: Purpose of the proposal/strategy/decision

No	Question	Details
1.	Clearly set out the purpose of the proposal	<p>Outline exactly what the proposal is / whether there is any change including reasons for the change. List the key objectives of the proposal/strategy.</p> <p>The proposal is to reduce the amount of grant funding to Community Partnerships by £30,000 in 2013/14. This reduction is part of an ongoing dialogue with the community and voluntary sector around changing their relationship with the Council and each other. After 10 years of Council-supported development the Community Partnerships have registered themselves as a formal legal entity (Company Limited by Guarantee), and the Council need to change their relationship with them to that of an enabler, rather than a provider.</p> <p>The reduction in funding would still give the Community Partnerships a grant allocation of £33,000. This would be given to the Board of the new Torbay Community Partnership entity for them to allocate across Community Partnerships in accordance with needs identified in the Community Plan. It would be for the Board to prioritise the funding allocation.</p>
2.	Who is intended to benefit / who will be affected?	Who are the key stakeholders / which individuals / specific groups may benefit from the proposal or who will be most affected?

No	Question	Details
		<p>The Community Partnerships exist in all Wards across Torbay, and the reduction in funding will affect all of them. However, how the remaining funding would be for the Torbay Community Partnership Board to allocate in accordance with the Community Plan priorities.</p> <p>Hele's Angels (which acts as the Community Partnership for Hele and Lower Barton in Torquay) is funded separately and 2013/14 is the second year of a two year, time limited arrangement to support this deprived ward. This funding is not included in this proposal.</p>
<p>3.</p> <p style="text-align: center;">Page 88</p>	<p><b>What is the intended outcome?</b></p>	<p>It is important to identify the specific outcomes that this proposal intends to deliver.</p> <p>That the Council changes its relationship with the community from a provider of services to an enabler. Rather than support the community with a full grant allocation, it will provide a smaller amount of finance and a one year staffing commitment to help the Community Partnership identify a sustainability plan.</p> <p>The Community Partnerships will also be active in this period in the establishment of a Community Development Trust for Torbay, aimed at increasing the resilience and sustainability of the community and voluntary sector as a whole.</p> <p>The aim of a Torbay Community Development Trust would be to recognise the assets of our communities – whether that be people, buildings, or land to support the future of a robust Voluntary and Community Sector. The trust would be jointly owned – and would not take away any of the independence of its membership. But it would be the guardian and custodian of an overarching prioritised Community Development Strategy for Torbay, develop and implement a fundraising strategy to increase the external funding secured for the Bay, and bring together the numerous strengths of the sector. The Trust will seek permission to represent the sector (in as far as anyone can represent such a wide and diverse group of people), but it will also be a self-sustaining entity (through social enterprises) that will create a revenue stream in its own right to support the sector and through this reduce the dependence on grant income.</p> <p>Development trusts are community organisations created to enable sustainable development in their area. They use self-help, trading for social purpose, and ownership of buildings and land, to bring about long-term social,</p>

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

No	Question	Details
		<p>economic and environmental benefits in their community. Development trusts create wealth in communities, and keep it there. A development trust is an organisation that is:</p> <ul style="list-style-type: none"> <li>• engaged in the economic, environmental and social regeneration of a defined area</li> <li>• independent, aiming for self-sufficiency and not for private profit</li> <li>• community based, owned and managed</li> <li>• actively involved in partnerships and alliances between the community, voluntary, private and public sectors</li> </ul> <p>Various umbrella groups for Torbay's voluntary and community sector have been set up in the past – but none have been formalised nor established with the specific aim of safeguarding the sector, with Trustees acting on the sector's behalf. The current funding environment makes working more effectively together even more important to ensure that future cuts in funding to do destabilise the sector.</p>

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

## Section 2: Equalities, Consultation and Engagement

Torbay Council has a moral obligation as well as a duty under the Equality Act 2010 to eliminate discrimination, promote good relations and advance equality of opportunity between people who share a protected characteristic and people who do not.

The **Equalities, Consultation and Engagement** section ensures that, as a council, we take into account the Public Sector Equality Duty at an early stage and provide evidence to ensure that we fully consider the impact of our decisions/proposals on the Torbay community.

### Evidence, Consultation and Engagement

No	Question	Details
4.	Have you considered the available evidence?	<p>Consider data and research already available locally and nationally. Your assessment should be under-pinned by up-to-date and reliable information about the different groups the proposal is likely to affect. For instance, population profile, satisfaction data, deprivation statistics and how this helps to build a picture around your proposal.</p> <p>The Community Plan is the over arching strategic document. The Community Partnerships cover all groups in the population. Over the past 3 years the staff support has been directed at the areas of greatest need in terms of deprivation and social capital – this will continue in 2013/14. The funds will need to be prioritised by the new Torbay Community Partnership entity.</p>
5.	How have you consulted on the proposal?	<p>Have you carried out any consultation on your proposal and if so how? Focus groups / survey / events? Remember that it may be important to also consult on any alternative options. Also include who you have consulted with and if applicable which specific groups you have consulted with (i.e. groups who may be specifically affected by your proposal, specific equality or hard to reach groups).</p> <p>This proposed budget cut was discussed with the Community Partnership Management Group some months ago – and the possibility of funding cuts was discussed at the Community Partnerships Annual Meeting in September 2012.</p>
6.	Outline the key findings	<p>Include feedback on your proposal including where you have consulted on any alternative options. Also include response rates, number of attendees to events / focus groups, outline of specific interest groups consulted. Use bullet points to summarise the key conclusions.</p>

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

No	Question	Details
		<p>There were 18 Community Partnership representatives at the Annual meeting in September. While the specific budget had not been determined at this point the general principle was discussed and the group present recognised the need to seek alternative sources of funding. This is one of the reasons the decision was taken at the annual meeting to legally register the Community Partnership network – to enable it to access more funding sources.</p>
7.	<p><b>What amendments may be required as a result of the consultation?</b></p>	<p><i>Has feedback from the consultation and engagement process identified any changes required to the proposal? Have you had to alter your decision and look at alternative options?</i></p> <p>No amendments are required yet. The Torbay Community Partnership network has ongoing financial commitments, namely £5k to part fund the Community Fundraising Advisor post in the CVA and £5k to fund a panel partner which is a requirement to assist in the community accessing the government's Community First grant funding programme. But the current proposed budget covers this.</p>

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

### Positive and Negative Equality Impacts

Positive and Negative Equality Impacts		Details	
No	Question	Positive Impact	Negative Impact
8.	Identify the potential positive and negative impacts on specific groups	<p><i>It is not enough to state that a proposal will affect everyone equally. There should be more in-depth consideration of available evidence to see if particular groups are more likely to be affected than others – use the table below. You should also consider workforce issues. If you consider there to be no positive or negative impacts use the 'neutral' column to explain why.</i></p>	
	All groups in society generally		There will be less funding available for community activities at the neighbourhood level to support local residents.
	Older or younger people		Initiatives supporting these groups have to date received the largest share of the Community Partnership grants so they are likely to be more affected.
	People with caring responsibilities		
	People with a disability		Not specifically targeted by the Community Partnerships
	Women or men		Not specifically targeted by the Community Partnerships
	People who are black or from a minority ethnic background (BME)		Impact will be the same for both sexes – see above.
	Religion and Belief		Not specifically targeted by the Community Partnerships
			Not specifically targeted by the Community Partnerships



Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

Question		Details	
No			Community Partnerships
	People who are lesbian, gay or bisexual		Not specifically targeted by the Community Partnerships
	People who are transgendered		Not specifically targeted by the Community Partnerships
	People who are in a marriage or civil partnership		Not specifically targeted by the Community Partnerships
	Women who are pregnant / on maternity leave		Not specifically targeted by the Community Partnerships
9.	<b>Is there scope for your proposal to eliminate discrimination, promote equality of opportunity and/or foster good relations?</b>	<p><i>The council is committed to ensuring that we meet the diverse needs of our community. As part of the Equality Act there is a general duty as well as our moral obligation where we are required to have 'due regard' to eliminating unlawful discrimination, advancing equality of opportunity and foster good relations between people who share a protected characteristic and people who do not. Outline how your proposal meets the general duty.</i></p> <p>The proposals meets the general duty as:</p> <ul style="list-style-type: none"> <li>• funding of community partnership is a discretionary activity of the council</li> <li>• the council is still funding the Community Partnerships albeit at a lower level</li> <li>• the council will still support the community and voluntary sector with staff resources to assist the development of a Community Development Trust</li> <li>• the Community Partnerships role is to engage a wide cross section of the community and this will remain the case.</li> </ul>	

**Section 3: Steps required to manage the potential impacts identified**

No	Action	Details
10.	Summarise any positive impacts and how they will be realised most effectively?	<p>Outline any positive impacts that you have identified relating to equalities and how these impacts will be realised most effectively. What ways can the positive impacts be maximised? Use the action plan on page 6 to outline actions, responsible officers and timescales</p> <p>In the development of this proposal, we have tried to balance the reality of a significant cut in Central Government funding to protect the most vulnerable members of our community as far as possible.</p> <ul style="list-style-type: none"> <li>• Community Partnership will have to operate more cohesively across boundaries to support each other to achieve their objectives;</li> <li>• As a new legal entity, Community Partnerships will have access to funding sources outside of Torbay council</li> <li>• The creation of a Community Development Trust for Torbay is a more sustainable model for community and voluntary sector development which the community and voluntary sector is leading in order to consolidate the sector and Torbay council will support this will staff resources</li> </ul>
11.	Summarise any negative impacts and how these will be managed?	<p>Outline any negative impacts that you have identified relating to equalities and how these impacts will be managed / monitored so that they are reduced / eliminated or mitigated. What ways can the negative impact be minimised? Use the action plan on page 6 to outline actions, responsible officers and timescales.</p> <ul style="list-style-type: none"> <li>• The Community Partnerships do not exist just because of the funding. They are an established forum within the communities they serve;</li> <li>• Any reduction in funding will require the Community Partnership to reassess their delivery and funding model going forward</li> <li>• The Council will work with the Torbay Community Partnership Board to help them affect the necessary changes</li> <li>• The potential decline in funding to activities targeted at youth and older people will be compensated by better links with the Torbay Older Citizen's Forum and the Youth Neighbourhood Grants, plus more external fundraising with the support of the CVA based Community Fundraising Advisor.</li> </ul>

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

**Section 4: Course of Action**

No	Action	Details
12.	<p><b>State a course of action</b>                      [please refer to action plan on page 9]</p>	<p>Clearly identify an option and justify reasons for this decision. The following four outcomes are possible from an assessment (and more than one may apply to a single proposal). Please select from the 4 outcomes below and justify reasons for your decision - If '3' please provide full justification :</p> <p><b>Where: -</b></p> <p><b>Outcome 1: No major change required - EIA has not identified any potential for adverse impact in relation to equalities and all opportunities to promote equality have been taken.</b></p> <p>The impact is likely to be shared by all members of society.</p> <p><b>Outcome 2: Adjustments to remove barriers – Action to remove the barriers identified in relation to equalities have been taken or actions identified to better promote equality.</b></p> <p>The decline in grant funding available for activities supporting youth and older people will be compensated by signposted the Community Partnerships to other sources.</p>

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

### Section 5: Monitoring and Action Plan

No	Action	Details
13.	Outline plans to monitor the actual impact of your proposals	<p>The full impact of decisions will only be known once it is introduced. Identify arrangements for reviewing the actual impact of proposals once they have been implemented. Please also use the action plan below.</p> <p>The new Community Partnership Board will be asked to monitor the impact of this budget cut and report to the Council on a quarterly basis.</p>

*Please use the action plan below to summarise all of the key actions, responsible officers and timescales as a result of this impact assessment*

Page 96

#### Action plan

Please detail below any actions you need to take: -

No.	Action	Reason for action / contingency	Resources	Responsibility	Deadline date
1	To consult with the Community Partnership group on the proposals to reduce the funding to Community Partnerships	3 month consultation on changes in funding is required as part of the council's budget process	Officer time	Community Safety Business unit	January 2013
2	Torbay Council will work with the new Torbay Community Partnership Board	Ongoing dialogue and partnership working will ensure that the community partnership are continued to be supported in their work	Officer time	Community Safety Business unit	By 1 <sup>st</sup> April 2013
3	Torbay Council will make staff	The development of a	Officer Time	Community	April 2013 to

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

	<p>resources available to support the development of a Community Development Trust for Torbay in support of the whole of the community and voluntary sector</p>	<p>Community Development Trust will be a new venture to consolidate the community and voluntary sector and make it more sustainable. The council staff resources will be required to support this change.</p>	<p>Safety Business Unit</p>	<p>March 2014.</p>
--	---	---	-----------------------------	--------------------

## Supporting People

The Supporting People service commissions services in partnership with Torbay and Southern Devon Health Care Trust and Devon and Cornwall Probation Service to promote the independence of vulnerable people. The service commissions housing related support for vulnerable people with a local connection who need support to remain living independently. Services intervene early to prevent the greater financial and social cost of acute responses to incidents such as threatened homelessness, poor mental health and domestic abuse.

Through contract re-negotiation and re-procurement the service has already saved £830,000. Further savings are proposed within the following contracts:

- Accommodation Plus (£200,000)
- Offender Management Floating Support (£170,000)
- Social Inclusion Floating Support (£200,000)
- Cumberland Complex (£100,000).

### **Accommodation Plus:**

The contract for this service will cease. Personal budgets will be set up for clients still receiving support from supportive landlords (28 people). This means that these clients will be able to pay, if they wish to do so, supportive landlords directly for any additional services and support they receive.

The remaining clients will be supported by generic floating support service. Referrals to the service will cease to prevent the need for additional clients to be transferred elsewhere.

### **Offender Management Floating Support:**

The proposal is to end the contract currently in place for the provision of a floating support service for clients of the Probation Service. Clients will continue to be supported through other existing services.

### **Social Inclusion Floating Support:**

This proposal is to re-model the Social Inclusion Floating Support Service to deliver at a reduced cost and capacity. The reduction in capacity will be managed over the coming months to ensure that no clients lose their service or be transferred elsewhere.

### **Cumberland Complex:**

To re-configure the service to ensure clients are receiving appropriate services and there is no duplication in service delivery.

### **Supporting Officer Contact Details:**

Lisa Smith/Tracey Field  
Supporting People

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

## Budget Proposals 2013/14: Major Decision: Business Unit: Supporting People

### Combined Impact Assessment: Full assessment (Part 2)

The council and its partners are facing a significant challenge in the savings it needs to make over the next couple of years. This Full Impact Assessment has been developed as a tool to enable business units to fully consider the impact of proposed major decisions on the community. As a council we need to ensure that we are able to deliver the savings that we need to make from the 1<sup>st</sup> April and be able to justify our decisions through any legal challenge.

This full assessment, combined with the initial review, will evidence that you have fully considered the impact of your proposed changes and carried out appropriate consultation on those changes with the key stakeholders. The Combined Impact Assessment will allow Councillors to make informed decisions as part of the decision-making process regarding the council's budget.

**Name:** Lisa Smith / Tracey Field

**Position:** Acting Supporting People Managers

**Business Unit:** Supporting People

**Department:** Supporting People

**Date Commenced:** November 2012

**Date:** December 2012 v4

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

### Summary from Overall Proposal (Updated as required)

Proposals – Outline	Savings 2013/14		Implementation Cost Include brief outline + year incurred	Delivery In place 01/04/13 If earlier or later state date	Risks / impact of proposals	Type of decision*			
	Income £ 000's	Budget reduction £ 000's				Internal	Minor	Major	
Accommodation Plus – <ul style="list-style-type: none"> <li>Reshaping floating support/supportive landlord model with a cessation of current contract.</li> </ul>		200		1/4/13	<ul style="list-style-type: none"> <li>Potential risks</li> <li>Impact on community</li> <li>Knock on impact to other agencies</li> </ul>			x	

### Section 1: Purpose of the proposal/strategy/decision

No	Question	Details
1.	Clearly set out the purpose of the proposal	<p>Outline exactly what the proposal is / whether there is any change including reasons for the change. List the key objectives of the proposal/strategy.</p> <p>To end the Accommodation Plus service managed by Westcountry Housing and delivered on a sub-contract basis by Rethink. There are currently 56 people in the service, which has a capacity of 70 units. 28 clients receive support from their landlord and it is proposed that if any of these individuals are still receiving support at service end they will be given a time limited personal budget to allow them to continue to receive support from the landlord. A further 28 clients are receiving their support within a floating support model and if there any clients whose needs cannot be met before the service ends, they be transferred across to a generic floating support service. Referrals into the service will cease to prevent the need for additional clients to be transferred elsewhere. The key objectives are:-</p>



Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

No	Question	Details
		<ul style="list-style-type: none"> <li>• To realise savings of £200,000 within the Supporting People Budget</li> <li>• To ensure the clients in the service do not lose a service by providing a personal budget or transferring them to a generic floating support service</li> </ul>
2.	<p><b>Who is intended to benefit / who will be affected?</b></p>	<p><i>Who are the key stakeholders / which individuals / specific groups may benefit from the proposal or who will be most affected?</i></p> <ul style="list-style-type: none"> <li>• Existing clients of the service, these are people who experience poor mental health</li> <li>• The service provider</li> <li>• Landlords</li> <li>• Other clients using generic services who may impacted upon through longer waiting lists</li> </ul>
3. Page 101	<p><b>What is the intended outcome?</b></p>	<p><i>It is important to identify the specific outcomes that this proposal intends to deliver.</i></p> <ul style="list-style-type: none"> <li>• The Supporting People budget is reduced by £200,000</li> <li>• Clients in the service continue to be supported, where their needs indicate that support is required</li> <li>• Supportive landlords receive an appropriate level of support and governance</li> </ul>

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

## Section 2: Equalities, Consultation and Engagement

Torbay Council has a moral obligation as well as a duty under the Equality Act 2010 to eliminate discrimination, promote good relations and advance equality of opportunity between people who share a protected characteristic and people who do not.

The **Equalities, Consultation and Engagement** section ensures that, as a council, we take into account the Public Sector Equality Duty at an early stage and provide evidence to ensure that we fully consider the impact of our decisions/proposals on the Torbay community.

### Evidence, Consultation and Engagement

No	Question	Details
4.	Have you considered the available evidence?	Consider data and research already available locally and nationally. Your assessment should be under-pinned by up-to-date and reliable information about the different groups the proposal is likely to affect. For instance, population profile, satisfaction data, deprivation statistics and how this helps to build a picture around your proposal.
5.	How have you consulted on the proposal?	Have you carried out any consultation on your proposal and if so how? Focus groups / survey / events? Remember that it may be important to also consult on any alternative options. Also include who you have consulted with and if applicable which specific groups you have consulted with (i.e. groups who may be specifically affected by your proposal, specific equality or hard to reach groups).  Consultation has been undertaken with Westcountry Housing the service provider. They are undertaking consultation with their sub-contractor (Rethink), landlords and clients.
6.	Outline the key findings	Include feedback on your proposal including where you have consulted on any alternative options. Also include response rates, number of attendees to events / focus groups, outline of specific interest groups consulted. Use bullet points to summarise the key conclusions.  The provider and commissioner agree that the model is complex and unclear. This lack of clarity extends to governance and quality arrangement.
7.	What amendments may be required as a result of	Has feedback from the consultation and engagement process identified any changes required to the proposal? Have you had to alter your decision and look at alternative options?

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

No	Question	Details
	the consultation?	<p>As a result of discussions with the provider they have been given notice that funding for this service will be withdrawn at the end of the current financial and are in agreement with this proposal. They will be working during the intervening period to move clients on from the service where it is appropriate to do so and putting mechanisms in place to provide support for those landlords whose tenants access personal budgets to provide continued support once the service ends.</p>

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

### Positive and Negative Equality Impacts

Positive and Negative Equality Impacts		Details	
No	Question	Positive Impact	Negative Impact
8.	Identify the potential positive and negative impacts on specific groups	<p><i>It is not enough to state that a proposal will affect everyone equally. There should be more in-depth consideration of available evidence to see if particular groups are more likely to be affected than others – use the table below. You should also consider workforce issues. If you consider there to be no positive or negative impacts use the 'neutral' column to explain why.</i></p>	
	All groups in society generally		The service end will reduce system capacity which will impact overall access to Supporting People across all client groups
	Older or younger people		The service does not work with younger people their needs are met in other services.
	People with caring responsibilities		The service end will reduce system capacity which will impact overall access to Supporting People across all client groups
	People with a disability		This service works specifically with people who experience poor mental health. There may be an overall reduction in available services for new clients with poor mental health. However a brand new service for people with poor mental health starts in March 2013, so this may reduce the impact
	Women or men		The service end will reduce system capacity which will impact overall access to Supporting People across

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

No		Question		Details	
				all client groups	
		People who are black or from a minority ethnic background (BME)		The service end will reduce system capacity which will impact overall access to Supporting People across all client groups	
		Religion or belief (including lack of belief)		The service end will reduce system capacity which will impact overall access to Supporting People across all client groups	
		People who are lesbian, gay or bisexual		The service end will reduce system capacity which will impact overall access to Supporting People across all client groups	
		People who are transgendered		The service end will reduce system capacity which will impact overall access to Supporting People across all client groups	
		People who are in a marriage or civil partnership			The service works with people who are single so any change would not impact on people who are married or in a civil partnership
		Women who are pregnant / on maternity leave		The service end will reduce system capacity which will impact overall access to Supporting People across all client groups	
9.		<b>Is there scope for your proposal to eliminate discrimination, promote</b>		<i>The council is committed to ensuring that we meet the diverse needs of our community. As part of the Equality Act there is a general duty as well as our moral obligation where we are required to have 'due regard' to eliminating unlawful discrimination, advancing equality of opportunity and foster good relations between people who share a protected</i>	

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

No	Question	Details
	equality of opportunity and/or foster good relations?	<i>characteristic and people who do not. Outline how your proposal meets the general duty.</i>

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

### Section 3: Steps required to manage the potential impacts identified

No	Action	Details
10.	Summarise any positive impacts and how they will be realised most effectively?	Outline any positive impacts that you have identified relating to equalities and how these impacts will be realised most effectively. What ways can the positive impacts be maximised? Use the action plan on page 6 to outline actions, responsible officers and timescales
11.	Summarise any negative impacts and how these will be managed?	<p>Outline any negative impacts that you have identified relating to equalities and how these impacts will be managed / monitored so that they are reduced / eliminated or mitigated. What ways can the negative impact be minimised? Use the action plan on page 6 to outline actions, responsible officers and timescales.</p> <p>The main negative impacts are that there will be a reduced system capacity for Supporting People services. We are working to improve throughput in other services, to free up resources more quickly. Prioritisation for services is being reviewed to ensure that the people most in need are those who are prioritised for service. Supporting People will be monitoring the access times to service following the changes to understand the impact and may make further commissioning decisions should the impact become unacceptable</p>

Page 107

### Section 4: Course of Action

No	Action	Details
12.	<p>State a course of action</p> <p>[please refer to action plan on page 9]</p>	<p>Clearly identify an option and justify reasons for this decision. The following four outcomes are possible from an assessment (and more than one may apply to a single proposal). Please select from the 4 outcomes below and justify reasons for your decision - If '3' please provide full justification :</p> <p><b>Outcome 1: No major change required</b> - EIA has not identified any potential for adverse impact in relation to equalities and all opportunities to promote equality have been taken.</p> <p>There will be alternative provision to meet the needs of clients. Nobody 'in' a service will lose a service, but there will be longer waits for 'new' clients.</p>

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

**Section 5: Monitoring and Action Plan**

No	Action	Details
13.	Outline plans to monitor the actual impact of your proposals	<p><i>The full impact of decisions will only be known once it is introduced. Identify arrangements for reviewing the actual impact of proposals once they have been implemented. Please also use the action plan below.</i></p> <p>Set up a monthly report at the Single point of referral Hub which shows waiting times, and numbers of people waiting for service. This to be monitored from Feb 2013, impacts are likely to be seen from April 2013 so monitoring from Feb 2013 will show baseline information.</p>

*Please use the action plan below to summarise all of the key actions, responsible officers and timescales as a result of this impact assessment*

**Action plan**

Please detail below any actions you need to take: -

No.	Action	Reason for action / contingency	Resources	Responsibility	Deadline date
1					
2					
3					
4					
5					



Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

--	--	--	--	--	--

DRAFT

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

## Budget Proposals 2013/14: Major Decision: Business Unit: Supporting People

### Combined Impact Assessment: Full assessment (Part 2)

The council and its partners are facing a significant challenge in the savings it needs to make over the next couple of years. This Full Impact Assessment has been developed as a tool to enable business units to fully consider the impact of proposed major decisions on the community a council we need to ensure that we are able to deliver the savings that we need to make from the 1<sup>st</sup> April and be able to justify our decisions through any legal challenge.

This full assessment, combined with the initial review, will evidence that you have fully considered the impact of your proposed changes and carried out appropriate consultation on those changes with the key stakeholders. The Combined Impact Assessment will allow Councillors to make informed decisions as part of the decision-making process regarding the council's budget.

Page 11

**Name:** Lisa Smith / Tracey Field      **Position:** Acting Supporting People Managers  
**Business Unit:** Supporting People      **Department:** Supporting People

**Date Commenced:** November 2012      **Date:** December 2012 v3

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

**Summary from Overall Proposal (Updated as required)**

Proposals – Outline	Savings 2013/14		Implementation Cost Include brief outline + year incurred	Delivery In place 01/04/13 If earlier or later state date	Risks / impact of proposals	Type of decision*		
	Income £ 000's	Budget reduction £ 000's				Internal	Minor	Major
Offender management floating support <ul style="list-style-type: none"> <li>Reconfiguration of support to offenders.</li> </ul>		170		1/4/13	<ul style="list-style-type: none"> <li>Potential risks</li> <li>Impact on community</li> <li>Knock on impact to other agencies</li> <li>Meeting needs of service users through generic floating support services and cessation of bespoke offender programme.</li> <li>Specific training to be provided to staff to meet offender clients specific needs.</li> </ul>			X

**Section 1: Purpose of the proposal/strategy/decision**

No	Question	Details
1.	Clearly set out the purpose of the proposal	<p><i>Outline exactly what the proposal is / whether there is any change including reasons for the change. List the key objectives of the proposal/strategy.</i></p> <p>The proposal is to end the contract currently in place with Sanctuary Supported Living for the provision of a floating support service for clients of the Probation Service. The average stay in this service is 3 months and referrals into the service will be tailed off to ensure there are no clients in the service at contract who will need to be transferred to another service.</p> <p>Key objectives:-</p>

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

No	Question	Details
		<ul style="list-style-type: none"> <li>• To realise a saving of £170,000 within the Supporting People budget</li> <li>• To continue to provide support to this client through other existing services</li> <li>• To provide support to this client group in a way that offers better value for money to the Authority</li> </ul>
2.	<p><b>Who is intended to benefit / who will be affected?</b></p>	<p><i>Who are the key stakeholders / which individuals / specific groups may benefit from the proposal or who will be most affected?</i></p> <p>The key stakeholder is Devon &amp; Cornwall Probation Service. They currently contribute £30,000 of the total annual service cost of £200,000, but are the main beneficiaries of the outcomes delivered by the service.</p> <p>The groups who will be most affected by the proposal are:-</p> <ul style="list-style-type: none"> <li>• Offenders</li> <li>• Offender Managers within the Probation Service who have direct access to the provision for their clients</li> <li>• The service provider and their staff</li> <li>• Clients accessing generic support services may experience delays through increased demand on the service</li> </ul>
3.	<p><b>What is the intended outcome?</b></p>	<p><i>It is important to identify the specific outcomes that this proposal intends to deliver.</i></p> <ul style="list-style-type: none"> <li>• The annual Supporting People budget is reduced by £170,000</li> <li>• Staff within existing floating support services are up skilled workers to enable them to work with individuals who are subject to Multi-Agency Public Protection Arrangements (MAPPA)</li> <li>• Clients will be supported by existing generic floating support services</li> </ul>

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

## Section 2: Equalities, Consultation and Engagement

Torbay Council has a moral obligation as well as a duty under the Equality Act 2010 to eliminate discrimination, promote good relations and advance equality of opportunity between people who share a protected characteristic and people who do not.

The **Equalities, Consultation and Engagement** section ensures that, as a council, we take into account the Public Sector Equality Duty at an early stage and provide evidence to ensure that we fully consider the impact of our decisions/proposals on the Torbay community.

### Evidence, Consultation and Engagement

No	Question	Details
4.	Have you considered the available evidence?	<p>Consider data and research already available locally and nationally. Your assessment should be under-pinned by up-to-date and reliable information about the different groups the proposal is likely to affect. For instance, population profile, satisfaction data, deprivation statistics and how this helps to build a picture around your proposal.</p> <p>The proposal will affect clients of Probation, in that they will no longer have a floating support service targeted specifically at that client group. The needs of offenders in terms of housing related support can be met within a generic service.</p>
5.	How have you consulted on the proposal?	<p>Have you carried out any consultation on your proposal and if so how? Focus groups / survey / events? Remember that it may be important to also consult on any alternative options. Also include who you have consulted with and if applicable which specific groups you have consulted with (i.e. groups who may be specifically affected by your proposal, specific equality or hard to reach groups).</p> <p>We have consulted with the Probation Service and the service provider on the proposal. As part of this process the provider was asked to identify options on how they may be able to reduce the cost of service delivery.</p>
6.	Outline the key findings	<p>Include feedback on your proposal including where you have consulted on any alternative options. Also include response rates, number of attendees to events / focus groups, outline of specific interest groups consulted. Use bullet points to summarise the key conclusions.</p> <ul style="list-style-type: none"> <li>Concerns were expressed by the provider that there was a risk that staff skills in relation to dealing with</li> </ul>

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

No	Question	Details
		<p>MAPPA cases would be lost if the service were to end as these specific skills may not be found in staff within a generic support service. This concern has been echoed by the Probation Service, however, DCPT are unable to guarantee a financial contribution to the service beyond the end of the current financial year.</p> <ul style="list-style-type: none"> <li>• The current provider delivers one of the generic floating support services and they agree this client groups housing related support needs can be met within a generic provision, but are concerned about the ability of the service to work with MAPPA clients.</li> <li>• This is a high cost service. The proposal submitted by the provider to reduce the value of the contract offered a reduction in cost against a proportionate reduction in capacity, which does not offer better value for money.</li> </ul>
7.	<p><b>What amendments may be required as a result of the consultation?</b></p>	<p><i>Has feedback from the consultation and engagement process identified any changes required to the proposal? Have you had to alter your decision and look at alternative options?</i></p> <p>The need to up skill staff within the generic floating support provision to have a level of understanding around working with individuals who are subject to MAPPA has been identified and as a result arrangements will be made to enable staff to be skilled up in this area prior to the contract end date.</p> <p>The impact on system capacity overall and therefore waiting times is unclear at this stage contingency plans will be put in place to provide increased capacity, should it be required.</p>

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

**Positive and Negative Equality Impacts**

<b>Details</b>																																					
<b>No</b>	<b>Question</b>																																				
<b>8.</b>	<b>Identify the potential positive and negative impacts on specific groups</b>																																				
	<p><i>It is not enough to state that a proposal will affect everyone equally. There should be more in-depth consideration of available evidence to see if particular groups are more likely to be affected than others – use the table below. You should also consider workforce issues. If you consider there to be no positive or negative impacts use the 'neutral' column to explain why.</i></p>																																				
	<table border="1"> <thead> <tr> <th><b>Positive Impact</b></th> <th><b>Negative Impact</b></th> <th><b>Neutral Impact</b></th> </tr> </thead> <tbody> <tr> <td>All groups in society generally</td> <td>There will be an overall system capacity issue- which will mean all people are likely to have to wait longer for Supporting People services</td> <td>This service works specifically with offenders.</td> </tr> <tr> <td>Older or younger people</td> <td></td> <td></td> </tr> <tr> <td>People with caring responsibilities</td> <td></td> <td></td> </tr> <tr> <td>People with a disability</td> <td></td> <td></td> </tr> <tr> <td>Women or men</td> <td></td> <td></td> </tr> <tr> <td>People who are black or from a minority ethnic background (BME)</td> <td></td> <td></td> </tr> <tr> <td>Religion or belief (including lack of belief)</td> <td></td> <td></td> </tr> <tr> <td>People who are lesbian, gay or bisexual</td> <td></td> <td></td> </tr> <tr> <td>People who are transgendered</td> <td></td> <td></td> </tr> <tr> <td>People who are in a marriage or civil partnership</td> <td></td> <td></td> </tr> <tr> <td>Women who are pregnant /</td> <td></td> <td></td> </tr> </tbody> </table>	<b>Positive Impact</b>	<b>Negative Impact</b>	<b>Neutral Impact</b>	All groups in society generally	There will be an overall system capacity issue- which will mean all people are likely to have to wait longer for Supporting People services	This service works specifically with offenders.	Older or younger people			People with caring responsibilities			People with a disability			Women or men			People who are black or from a minority ethnic background (BME)			Religion or belief (including lack of belief)			People who are lesbian, gay or bisexual			People who are transgendered			People who are in a marriage or civil partnership			Women who are pregnant /		
<b>Positive Impact</b>	<b>Negative Impact</b>	<b>Neutral Impact</b>																																			
All groups in society generally	There will be an overall system capacity issue- which will mean all people are likely to have to wait longer for Supporting People services	This service works specifically with offenders.																																			
Older or younger people																																					
People with caring responsibilities																																					
People with a disability																																					
Women or men																																					
People who are black or from a minority ethnic background (BME)																																					
Religion or belief (including lack of belief)																																					
People who are lesbian, gay or bisexual																																					
People who are transgendered																																					
People who are in a marriage or civil partnership																																					
Women who are pregnant /																																					

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

No	Question	Details
9.	<p>on maternity leave</p> <p><b>Is there scope for your proposal to eliminate discrimination, promote equality of opportunity and/or foster good relations?</b></p>	<p><i>The council is committed to ensuring that we meet the diverse needs of our community. As part of the Equality Act there is a general duty as well as our moral obligation where we are required to have 'due regard' to eliminating unlawful discrimination, advancing equality of opportunity and foster good relations between people who share a protected characteristic and people who do not. Outline how your proposal meets the general duty.</i></p>



Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

### Section 3: Steps required to manage the potential impacts identified

		Details
No	Action	
10.	Summarise any positive impacts and how they will be realised most effectively?	Outline any positive impacts that you have identified relating to equalities and how these impacts will be realised most effectively. What ways can the positive impacts be maximised? Use the action plan on page 6 to outline actions, responsible officers and timescales
11.	Summarise any negative impacts and how these will be managed?	<p>Outline any negative impacts that you have identified relating to equalities and how these impacts will be managed / monitored so that they are reduced / eliminated or mitigated. What ways can the negative impact be minimised? Use the action plan on page 6 to outline actions, responsible officers and timescales.</p> <p>The main negative impacts are that there will be a reduced system capacity for Supporting People services. We are working to improve throughput in other services, to free up resources more quickly. Prioritisation for services is being reviewed to ensure that the people most in need are those who are prioritised for service. Supporting People will be monitoring the access times to service following the changes to understand the impact and may make further commissioning decisions should the impact become unacceptable.</p> <p>The concern raised regarding the service working with MAPPA clients will be addressed by skilling-up the wider workforce. It is worth noting that MAPPA clients have multi-agency management plans in place.</p>

Page 117

### Section 4: Course of Action

		Details
No	Action	
12.	State a course of action  [please refer to action plan on page 9]	<p>Clearly identify an option and justify reasons for this decision. The following four outcomes are possible from an assessment (and more than one may apply to a single proposal). Please select from the 4 outcomes below and justify reasons for your decision - If '3' please provide full justification :</p> <p><b>Outcome 1: No major change required - EIA has not identified any potential for adverse impact in relation to equalities and all opportunities to promote equality have been taken.</b></p>

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

--	--	--

DRAFT

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

### Section 5: Monitoring and Action Plan

No	Action	Details
13.	Outline plans to monitor the actual impact of your proposals	<p>The full impact of decisions will only be known once it is introduced. Identify arrangements for reviewing the actual impact of proposals once they have been implemented. Please also use the action plan below.</p> <p>Waiting times at the hub will be monitored to assess the impact on the overall system of this reduction in capacity</p>

Please use the action plan below to summarise all of the key actions, responsible officers and timescales as a result of this impact assessment

#### Action plan

Please detail below any actions you need to take: -

No.	Action	Reason for action / contingency	Resources	Responsibility	Deadline date
1	This should include actions highlighted from the sections 3, 4 & 5				
2					
3					
4					
5					

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

--	--	--	--	--	--	--

DRAFT

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

## Budget Proposals 2013/14: Major Decision: Business Unit: Supporting People

### Combined Impact Assessment: Full assessment (Part 2)

The council and its partners are facing a significant challenge in the savings it needs to make over the next couple of years. This Full Impact Assessment has been developed as a tool to enable business units to fully consider the impact of proposed major decisions on the community. As a council we need to ensure that we are able to deliver the savings that we need to make from the 1<sup>st</sup> April and be able to justify our decisions through any legal challenge.

This full assessment, combined with the initial review, will evidence that you have fully considered the impact of your proposed changes and carried out appropriate consultation on those changes with the key stakeholders. The Combined Impact Assessment will allow Councillors to make informed decisions as part of the decision-making process regarding the council's budget.

**Name:** Lisa Smith / Tracey Field      **Position:** Acting Supporting People Managers  
**Business Unit:** Supporting People      **Department:** Supporting People  
**Date Commenced:** November 2012      **Date:** December 2012 v3

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

### Summary from Overall Proposal (Updated as required)

Proposals – Outline	Savings 2013/14		Implementation Cost Include brief outline + year incurred	Delivery In place 01/04/13 If earlier or later state date	Risks / impact of proposals	Type of decision*		
	Income £ 000's	Budget reduction £ 000's				Internal	Minor	Major
Social inclusion floating support <ul style="list-style-type: none"> <li>Service re-design</li> </ul>		200		1/4/13	<ul style="list-style-type: none"> <li>Potential risks</li> <li>Impact on community</li> <li>Knock on impact to other agencies</li> </ul>			X

### Section 1: Purpose of the proposal/strategy/decision

No	Question	Details
1. 1 2	Clearly set out the purpose of the proposal	<p>Outline exactly what the proposal is / whether there is any change including reasons for the change. List the key objectives of the proposal/strategy.</p> <p>The proposal is to work with Westcountry Housing to remodel the Social Inclusion Floating Support Service, to deliver at a reduced cost and capacity (232 units reducing to approximately 150 units) and extend that contract for a further 1 or 2 years. The reduction in capacity will be managed over the coming months to ensure that it is operating at the new maximum level by 1<sup>st</sup> April 2013, meaning that no clients will need to lose their service or be transferred elsewhere.</p> <ul style="list-style-type: none"> <li>To realise a saving of £200,000 within the Supporting People budget</li> <li>To provide greater value for money to the Authority within the delivery of this service</li> </ul>
2.	Who is intended to benefit	Who are the key stakeholders / which individuals / specific groups may benefit from the proposal or who will be most

No	Question	Details
	/ who will be affected?	<p><i>affected?</i></p> <p>The Supporting People (SP) programme funds and develops support services to help vulnerable people live independent lives. Support prevents homelessness and promotes independence through help with budgeting, accessing services, building social networks, resettling into a new home, maintaining tenancy and mortgage conditions and so on.</p> <p>The SIFS contract was awarded in July 2009 and there is the capacity to extend the contract rather than to re-procure the service. The purpose of the service is to:</p> <ul style="list-style-type: none"> <li>• Improve quality of services in order to prevent homelessness, hospital admission, crisis and health deterioration</li> <li>• Provide more personalised services that achieve outcomes for people and meet identified needs in the community</li> <li>• Improve value for money</li> </ul> <p>All client groups will be affected by this change. The service is intended to be innovative and to act as an early intervention thereby preventing the need for people to access other more acute and more intensive services. The service works with people ranging from low level to complex needs though all client groups including those with poor mental health and difficult to engage clients, who are often re-referred into services.</p> <ul style="list-style-type: none"> <li>• Staff within the provider organisation who may be subject to redundancy as a result of reduced funding and capacity within the service</li> </ul>
3.	What is the intended outcome?	<p><i>It is important to identify the specific outcomes that this proposal intends to deliver.</i></p> <ul style="list-style-type: none"> <li>• To reduce the annual Supporting People budget by £200,000</li> <li>• In comparison to a more recently let floating support contract this service is high cost and does not offer good value for money to the Authority, the new service although offering reduced capacity will provide better value for money.</li> </ul>

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

## Section 2: Equalities, Consultation and Engagement

Torbay Council has a moral obligation as well as a duty under the Equality Act 2010 to eliminate discrimination, promote good relations and advance equality of opportunity between people who share a protected characteristic and people who do not.

The **Equalities, Consultation and Engagement** section ensures that, as a council, we take into account the Public Sector Equality Duty at an early stage and provide evidence to ensure that we fully consider the impact of our decisions/proposals on the Torbay community.

### Evidence, Consultation and Engagement

No	Question	Details
4.	Have you considered the available evidence?	Consider data and research already available locally and nationally. Your assessment should be under-pinned by up-to-date and reliable information about the different groups the proposal is likely to affect. For instance, population profile, satisfaction data, deprivation statistics and how this helps to build a picture around your proposal.
5.	How have you consulted on the proposal?	Have you carried out any consultation on your proposal and if so how? Focus groups / survey / events? Remember that it may be important to also consult on any alternative options. Also include who you have consulted with and if applicable which specific groups you have consulted with (i.e. groups who may be specifically affected by your proposal, specific equality or hard to reach groups).
6.	Outline the key findings	The provider has been consulted on with regard to their ability to deliver to this new cost model  Include feedback on your proposal including where you have consulted on any alternative options. Also include response rates, number of attendees to events / focus groups, outline of specific interest groups consulted. Use bullet points to summarise the key conclusions.  The provider has put forward a proposal which achieves this, but it does mean that the service will be likely to have to make redundancies
7.	What amendments may be required as a result of the consultation?	Has feedback from the consultation and engagement process identified any changes required to the proposal? Have you had to alter your decision and look at alternative options?



Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

No	Question	Details

DRAFT

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

### Positive and Negative Equality Impacts

No	Question	Details		
8.	Identify the potential positive and negative impacts on specific groups	<i>It is not enough to state that a proposal will affect everyone equally. There should be more in-depth consideration of available evidence to see if particular groups are more likely to be affected than others – use the table below. You should also consider workforce issues. If you consider there to be no positive or negative impacts use the 'neutral' column to explain why.</i>		
		Positive Impact	Negative Impact	Neutral Impact
		All groups in society generally	The proposal will reduce overall system capacity and mean longer waits for supporting people services	
		Older or younger people		
		People with caring responsibilities		
		People with a disability		
		Women or men		
		People who are black or from a minority ethnic background (BME)		
		Religion or belief (including lack of belief)		
		People who are lesbian, gay or bisexual		
People who are transgendered				
People who are in a marriage or civil partnership				
Women who are pregnant / on maternity leave				
9.	<b>Is there scope for your proposal to eliminate discrimination, promote equality of opportunity</b>	<p><i>The council is committed to ensuring that we meet the diverse needs of our community. As part of the Equality Act there is a <u>general duty as well as our moral obligation</u> where we are required to have 'due regard' to eliminating unlawful discrimination, advancing equality of opportunity and foster good relations between people who share a protected characteristic and people who do not. Outline how your proposal meets the general duty.</i></p>		

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

No	Question	Details
	and/or foster good relations?	

DRAFT

### Section 3: Steps required to manage the potential impacts identified

No	Action	Details
10.	Summarise any positive impacts and how they will be realised most effectively?	Outline any positive impacts that you have identified relating to equalities and how these impacts will be realised most effectively. What ways can the positive impacts be maximised? Use the action plan on page 6 to outline actions, responsible officers and timescales
11.	Summarise any negative impacts and how these will be managed?	<p>Outline any negative impacts that you have identified relating to equalities and how these impacts will be managed / monitored so that they are reduced / eliminated or mitigated. What ways can the negative impact be minimised? Use the action plan on page 6 to outline actions, responsible officers and timescales.</p> <p>The main negative impacts are that there will be a reduced system capacity for Supporting People services. We are working to improve throughput in other services, to free up resources more quickly. Prioritisation for services is being reviewed to ensure that the people most in need are those who are prioritised for service. Supporting People will be monitoring the access times to service following the changes to understand the impact and may make further commissioning decisions should the impact become unacceptable</p>

### Section 4: Course of Action

No	Action	Details
12.	State a course of action [please refer to action plan on page 9]	<p>Clearly identify an option and justify reasons for this decision. The following four outcomes are possible from an assessment (and more than one may apply to a single proposal). Please select from the 4 outcomes below and justify reasons for your decision - If '3' please provide full justification :</p> <p><b>Where: -</b></p> <p><b>Outcome 1: No major change required - EIA has not identified any potential for adverse impact in relation to equalities and all opportunities to promote equality have been taken.</b></p> <p>Nobody currently 'in' the service will lose a service, but there will be longer waits for 'new' clients.</p>

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

DRAFT

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

**Section 5: Monitoring and Action Plan**

No	Action	Details
13.	Outline plans to monitor the actual impact of your proposals	<p>The full impact of decisions will only be known once it is introduced. Identify arrangements for reviewing the actual impact of proposals once they have been implemented. Please also use the action plan below.</p> <p>Waiting lists at the hub will be monitored, and if the impact becomes unacceptably high, then consideration will be given to procuring a new service to manage the impact.</p>

*Please use the action plan below to summarise all of the key actions, responsible officers and timescales as a result of this impact assessment*

**Action plan**

Please detail below any actions you need to take: -

No.	Action	Reason for action / contingency	Resources	Responsibility	Deadline date
1	This should include actions highlighted from the sections 3, 4 & 5				
2					
3					
4					

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

5						
---	--	--	--	--	--	--

DRAFT

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

## Budget Proposals 2013/14: Major Decision: Business Unit: Supporting People

### Combined Impact Assessment: Full assessment (Part 2)

The council and its partners are facing a significant challenge in the savings it needs to make over the next couple of years. This Full Impact Assessment has been developed as a tool to enable business units to fully consider the impact of proposed major decisions on the community a council we need to ensure that we are able to deliver the savings that we need to make from the 1<sup>st</sup> April and be able to justify our decisions through any legal challenge.

This full assessment, combined with the initial review, will evidence that you have fully considered the impact of your proposed changes and carried out appropriate consultation on those changes with the key stakeholders. The Combined Impact Assessment will allow Councillors to make informed decisions as part of the decision-making process regarding the council's budget.

Page 13

**Name:** Lisa Smith / Tracey Field **Position:** Acting Supporting People Managers

**Business Unit:** Supporting People **Department:** Supporting People

**Date Commenced:** November 2012 **Date:** December 2012 v3



Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

**Summary from Overall Proposal (Updated as required)**

Proposals – Outline	Savings 2013/14		Implementation Cost Include brief outline + year incurred	Delivery In place 01/04/13 If earlier or later state date	Risks / impact of proposals	Type of decision*		
	Income £ 000's	Budget reduction £ 000's				Internal	Minor	Major
Cumberland Complex <ul style="list-style-type: none"> <li>Reassessment of current clients needs due to potential that there is a duplication in services currently provided</li> </ul>		100		On-going	<ul style="list-style-type: none"> <li>Potential risks</li> <li>Impact on community</li> <li>Knock on impact to other agencies</li> </ul>	N/A	N/A	N/A

**Section 1: Purpose of the proposal/strategy/decision**

No	Question	Details
1.	Clearly set out the purpose of the proposal	<p><i>Outline exactly what the proposal is / whether there is any change including reasons for the change. List the key objectives of the proposal/strategy.</i></p> <p>The proposal is to reconfigure the service provided within the Cumberland Complex to a model of support and care to ensure clients are receiving appropriate services. There are a number of clients within the service who in addition to their support needs have a package of care. The proposal is to assess the needs of each client and put a sunset agreement in place with the provider to meet the assessed support and care needs of those clients currently in the service. The single contract will roll-in existing packages of care which currently total £75,000, rolling this in will create a clear cost saving of £75,000 from the social care budget, over and above the cost avoidance that the contract will provide.</p> <p>The key objectives are</p>

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

No	Question	Details
		<ul style="list-style-type: none"> <li>• To avoid cost shunting across to care</li> <li>• To ensure clients are a service that is appropriate to their needs</li> <li>• To realise a saving of £100,000 within the Supporting People budget</li> </ul>
2.	<p><b>Who is intended to benefit / who will be affected?</b></p>	<p><i>Who are the key stakeholders / which individuals / specific groups may benefit from the proposal or who will be most affected?</i></p> <p>Clients of the service will receive clearly defined care and support, as per their needs. The work will generate savings to the SP and ASC budgets</p>
3.	<p><b>What is the intended outcome?</b></p>	<p><i>It is important to identify the specific outcomes that this proposal intends to deliver.</i></p> <p>To improve governance and quality arrangements for the contracting of this service. For the Authority to have a clearer view of the resource going into this service. Outcomes for clients will be improved as they will be clearly defined.</p>

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

## Section 2: Equalities, Consultation and Engagement

Torbay Council has a moral obligation as well as a duty under the Equality Act 2010 to eliminate discrimination, promote good relations and advance equality of opportunity between people who share a protected characteristic and people who do not.

The **Equalities, Consultation and Engagement** section ensures that, as a council, we take into account the Public Sector Equality Duty at an early stage and provide evidence to ensure that we fully consider the impact of our decisions/proposals on the Torbay community.

### Evidence, Consultation and Engagement

No	Question	Details
4.	Have you considered the available evidence?	Consider data and research already available locally and nationally. Your assessment should be under-pinned by up-to-date and reliable information about the different groups the proposal is likely to affect. For instance, population profile, satisfaction data, deprivation statistics and how this helps to build a picture around your proposal.
5.	How have you consulted on the proposal?	Have you carried out any consultation on your proposal and if so how? Focus groups / survey / events? Remember that it may be important to also consult on any alternative options. Also include who you have consulted with and if applicable which specific groups you have consulted with (i.e. groups who may be specifically affected by your proposal, specific equality or hard to reach groups). Discussed with provider Discussed with commissioners Discussed with MH community team leaders
6.	Outline the key findings	Include feedback on your proposal including where you have consulted on any alternative options. Also include response rates, number of attendees to events / focus groups, outline of specific interest groups consulted. Use bullet points to summarise the key conclusions.  The provider is happy that this enables a continuation of this service.
7.	What amendments may be required as a result of the consultation?	Has feedback from the consultation and engagement process identified any changes required to the proposal? Have you had to alter your decision and look at alternative options?

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

No	Question	Details

DRAFT

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

**Positive and Negative Equality Impacts**

<b>Question</b>		<b>Details</b>	
<b>No</b>	<b>Question</b>	<b>Positive Impact</b>	<b>Negative Impact</b>
8.	<b>Identify the potential positive and negative impacts on specific groups</b>	<i>It is not enough to state that a proposal will affect everyone equally. There should be more in-depth consideration of available evidence to see if particular groups are more likely to be affected than others – use the table below. You should also consider workforce issues. If you consider there to be no positive or negative impacts use the 'neutral' column to explain why.</i>	
	All groups in society generally		<b>Neutral Impact</b> This proposal is around a specific group of 34 people so would not impact on wider society
	Older or younger people	The majority of the clients are older people and they will benefit from a more clearly defined service model	
	People with caring responsibilities	Carers and families will be reassured that their family member will be receiving support and care appropriately	
	People with a disability	The majority of the clients have some level of disability and they will benefit from a more clearly defined outcome focused service model	
	Women or men		
	People who are black or from a minority ethnic background (BME)		
	Religion or belief (including lack of belief)		
	People who are lesbian, gay or bisexual		
	People who are		

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

No		Question	Details	
		transgendered		
		People who are in a marriage or civil partnership		The service is provided for single people only
		Women who are pregnant / on maternity leave		
9.		<b>Is there scope for your proposal to eliminate discrimination, promote equality of opportunity and/or foster good relations?</b>	<p><i>The council is committed to ensuring that we meet the diverse needs of our community. As part of the Equality Act there is a general duty as well as our moral obligation where we are required to have 'due regard' to eliminating unlawful discrimination, advancing equality of opportunity and foster good relations between people who share a protected characteristic and people who do not. Outline how your proposal meets the general duty.</i></p>	

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

### Section 3: Steps required to manage the potential impacts identified

No	Action	Details
10.	Summarise any positive impacts and how they will be realised most effectively?	Outline any positive impacts that you have identified relating to equalities and how these impacts will be realised most effectively. What ways can the positive impacts be maximised? Use the action plan on page 6 to outline actions, responsible officers and timescales
11.	Summarise any negative impacts and how these will be managed?	Outline any negative impacts that you have identified relating to equalities and how these impacts will be managed / monitored so that they are reduced / eliminated or mitigated. What ways can the negative impact be minimised? Use the action plan on page 6 to outline actions, responsible officers and timescales.

### Section 4: Course of Action

No	Action	Details
12.1	State a course of action [please refer to action plan on page 9]	<p>Clearly identify an option and justify reasons for this decision. The following four outcomes are possible from an assessment (and more than one may apply to a single proposal). Please select from the 4 outcomes below and justify reasons for your decision - If '3' please provide full justification :</p> <p><b>Where: -</b></p> <p><b>Outcome 1: No major change required - EIA has not identified any potential for adverse impact in relation to equalities and all opportunities to promote equality have been taken.</b></p> <p>The change is one designed to improve and enhance quality and governance, leading to improved outcomes for clients</p>

Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

**Section 5: Monitoring and Action Plan**

No	Action	Details
13.	Outline plans to monitor the actual impact of your proposals	The full impact of decisions will only be known once it is introduced. Identify arrangements for reviewing the actual impact of proposals once they have been implemented. Please also use the action plan below.

*Please use the action plan below to summarise all of the key actions, responsible officers and timescales as a result of this impact assessment*

**Action plan**

Please detail below any actions you need to take: -

No.	Action	Reason for action / contingency	Resources	Responsibility	Deadline date
1	This should include actions highlighted from the sections 3, 4 & 5				
2					
3					
4					
5					



Please Note: this is a draft impact assessment on a budget proposal. Final impact assessments will be published with final budget papers for the full council meetings taking place in February 2013

--	--	--	--	--	--	--

DRAFT