

## Budget Proposals 2014/15 and 2015/16: Equality Impact Assessment (EIA) Review of Day care and Domiciliary Care service

<b>Officer Name:</b>	<b>Elaine Atkinson</b>	<b>Position:</b>	<b>Service Manager Safeguarding.</b>
<b>Business Unit:</b>	<b>Children's Safeguarding</b>	<b>Directorate:</b>	<b>Children's Services</b>
<b>Date started:</b>	<b>November 2013</b>	<b>Date:</b>	<b>6<sup>th</sup> February 2014</b>

The council and its partners are facing a significant challenge in the savings it needs to make over the next couple of years. This Equality Impact Assessment (EIA) has been developed as a tool to enable business units to fully consider the impact of their proposals on the community. As a council we need to ensure that we are able to deliver the savings that we need to make while mitigating against any negative or adverse impacts on particular groups across our communities.

This EIA will evidence that the Council have fully considered the impact of the proposed changes and has carried out appropriate consultation on those changes with the key stakeholders. This EIA and the evidence provided within it will allow Councillors to make informed decisions as part of the decision-making process regarding the council's budget.

### Executive Lead / Head Sign off

<b>Executive Lead(s)</b>	<b>Ken Pritchard</b>	<b>Executive Head:</b>	<b>Richard Williams</b>
<b>Date:</b>	<b>6<sup>th</sup> February 2014</b>	<b>Date:</b>	<b>6<sup>th</sup> February 2014</b>

**Summary from Overall Budget Proposals:**

Proposals – Outline	Savings for 2014/15 and 2015/16		Implementation Cost <i>Include brief outline + year incurred</i>	Delivery <i>When will this proposal realise income / savings</i>	Risks / impact of proposals <ul style="list-style-type: none"> <li>• <i>Potential risks</i></li> <li>• <i>Impact on community</i></li> <li>• <i>Knock on impact to other agencies</i></li> </ul>	Type of decision		
	Income £	Budget reduction £				Internal	Minor	Major
<p><b>Review of Day care and Domiciliary Care service</b></p> <p>This proposal ensures that packages of care are reviewed against criteria set. Also includes a review of specialist services which provides services for children with disabilities.</p>		<p>176,000</p> <p>Revised to £124,000 (review element only)</p>	None	01/04/14	<p>As part of the review process of care packages, there is the potential that some families will no longer receive some services. This proposal may also result in a reduction in grant for some service providers.</p> <p>The potential impact of this proposal was explored through consultation. An Equality Impact Assessment was undertaken in relation to this proposal.</p>			X

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

No	Question	Details
1.	<p><b>Clearly set out the proposal and what is the intended outcome.</b></p>	<p>For children with disabilities and their families Torbay Council has a responsibility for assessing need and developing packages of care to meet the needs identified. As part of these packages of care Torbay Council provides a range of day care and domiciliary services, as well as commissioning some services from other providers.</p> <p>Previously the Council received funding from the Aiming High initiative to support the provision of day and domiciliary care services for short periods of time for children with disabilities and their families; however, this funding has been withdrawn nationally. Despite the withdrawal of this funding, children and their families have continued to receive services and packages of care and some of these have included services funded through Aiming High grants. These packages of care had not been reviewed against the needs of children and their families.</p> <p>In light of changes to national funding arrangements and the removal of the Aiming High funding the Council reviewed it's criteria for assessment earlier in the year and is currently going through a process of reviewing children's care packages to ensure they continue to meet identified needs. As a result of this re-assessment of need, some families are now receiving reduced packages of care but do continue to have their needs which the local authority has a statutory responsibility for met.</p> <p>As part of this review, the services which Torbay Council provides both in house and commissions from other providers have also been reviewed. As a result it is proposed to make the following changes:</p> <ul style="list-style-type: none"> <li>• Terminate the contract for the provision of the Kool Club which is provided by the Lifeworks organisation of Bidwell Brooke Foundation. This service provides social and leisure opportunities for 14 to 18 year olds every fortnight on a Saturday to assist in the development of their life skills to help the transition into adulthood. The service has capacity for 12 young people. The proposal to terminate this contract has been developed given attendance figures for the service.</li> <li>• Terminate the contract for Quids for Kids which is provided by the Citizen's Advice Bureau. This service was set up to help families with children with a disability aged 0 to 18 increase their income by ensuring they are claiming their full benefit entitlement. The proposal to terminate this contract has been developed as families are able to access universal services which provide the same advice and support to all families. Providing assistance to families in claiming their maximum benefit entitlement is also something which social workers are able to support families with.</li> <li>• Develop a framework agreement for remaining external providers of day care services. This will ensure that all commissioned services meet defined criteria in terms of quality and safeguarding arrangements.</li> </ul>
2.	<p><b>Who is intended to benefit</b></p>	

No	Question	Details
	/ who will be affected?	<ul style="list-style-type: none"> <li>• Disabled children who are clients of the Children’s Disability service, in particular those who are receiving services from Quids for Kids or attending Kool Club.</li> <li>• Parents / Carers of disabled children in particular those who are receiving services from Quids for Kids or attending Kool Club.</li> <li>• Lifeworks Organisation of Bidwell Brooke Foundation – Kool Club</li> <li>• Citizen’s Advice Bureau – Quids for Kids</li> </ul>

## 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
3.	<b>Have you considered the available evidence?</b>	<p>There are approximately 300 families who have children which receive services from the Children’s Disability team.</p> <p>Approximately 200 children are using services which are provided in house, while approximately 100 are using services provided by external providers.</p> <p><b>Kool Club:</b> Currently there are eight young people who are attending this provision. The Kool Club is provided every fortnight on a Saturday.</p> <p><b>Quids for Kids:</b> Figures for contact to the service are outlined in the table below:</p>

No	Question	Details			
		Date	Number of contacts	Number of repeat contacts	Total contacts
		July 2011 to Dec 2011	57	Not known	57
		Jan 2012 to Dec 2012	98	29	127
		Jan 2013 to date (Nov)	47	66	113
		Through consultation with the organisations affected, evidence will be collated regarding the number of service users who are accessing each service and this section will be updated accordingly.			
4.	<b>How have you consulted on the proposal?</b>	<p>Consultation on this proposal will commence following the announcement of the Mayor's draft budget proposals in November 2013. Targeted consultation will take place with the following:</p> <ul style="list-style-type: none"> <li>• Current clients of the services affected and their families</li> <li>• Parent participation forum (PPF)</li> <li>• Current providers of the service (Lifeworks Organisation and Citizen's Advice Bureau)</li> <li>• General public</li> </ul> <p>Providers will be consulted on this proposal as part of a meeting and given the opportunity to outline what they feel the impact of this proposal will be.</p> <p>Parents and carers who are accessing the services and those who have children that access these services will be written to and given the opportunity to have their say about the proposals. This will give them the opportunity to outline what the potential impact of any service change will be for them.</p> <p>To ensure that all potential future users of this service are given the opportunity to have their say, information along with a survey will be made available online and in paper as part of the wider consultation on the Mayor's budget.</p> <p>The consultation period for the Mayor's budget will be open for 8 weeks and close on 16<sup>th</sup> January 2014.</p> <p>In relation to the development of a new framework for external providers of services, parents and the Parent Participation Forum (PPF) will be given the opportunity to assist in the development of this framework and outline what they feel should be included as part of this framework.</p>			

No	Question	Details
5.	<b>Outline the key findings</b>	<p>75% of the responses' to a questionnaire evidenced Parents and Carers felt that the service their child receives through their Short Breaks Care Plan at this time is appropriate for their family's needs. Their overriding concern should funding stop, or a reduction in services take place this would then affect the <u>whole</u> family.</p> <p>They identified the risks if this happened, as a potential for family or marriage breakdown, a rise in their stress levels, how would they continue to manage their child at home and for how long.</p> <p>25% either didn't have any service now or had not been offered any services. The provision for some of these families whose children did not meet the criteria for the Children's Disability Team where offered activates through the Inclusion Project under the Aiming High for Disabled Children Program which ended April 2013.</p> <p>See Appendix 1 for consultation results</p>
6.	<b>What amendments may be required as a result of the consultation?</b>	<p>Children and young people with disabilities, who continue to meet the criteria for assessment, will be offered re assessment. This will identify how their needs will be best met.</p> <p>For those families who feel they are entitled to a service, we will undertake to offer an assessment to identify their current needs. Sign Posting and information sources are offered to those families outside the criteria of the team. Identifying inclusive providers of activities for their children and young people.</p>

### Positive and Negative Equality Impacts

No	Question	Details		
7.	<b>Identify the potential positive and negative impacts on specific groups</b>			
		<b>Positive Impact</b>	<b>Negative Impact</b>	<b>Neutral Impact</b>
	Older or younger people	Specified standards for quality and safeguarding will ensure quality of provision of external services for young people.	Young people receiving services from Kool Club will be affected by this proposal as alternative provision may need to be secured. Any change in service provision may cause some anxiety and distress to young people accessing this service. The potential impact of these proposals will be fully	

No	Question	Details	
			assessed through the consultation.
	People with caring responsibilities	<p>Specified standards for quality and safeguarding will ensure quality of provision of external services for young people.</p> <p>Benefits advice and support is available through other universal services.</p>	<p>There is the potential that if families are not able to access benefits advice from universal services they will not be able to maximise their full benefit entitlement and potentially receive less income.</p>
	People with a disability	<p>Specified standards for quality and safeguarding will ensure quality of provision of external services for young people.</p>	<p>Young people receiving services from Kool Club will be affected by this proposal as alternative provision may need to be secured. Any change in service provision may cause some anxiety and distress to young people accessing this service. This will be explored through consultation with the families. The potential impact of these proposals will be fully assessed through the consultation.</p>
	Women or men		No differential impact identified at this stage
	People who are black or from a minority ethnic background (BME)		No differential impact identified at this stage
	Religion or belief (including lack of belief)		No differential impact identified at this stage
	People who are lesbian, gay or bisexual		No differential impact identified at this stage
	People who are transgendered		No differential impact identified at this stage

No	Question	Details		
	People who are in a marriage or civil partnership			No differential impact identified at this stage
	Women who are pregnant / on maternity leave			No differential impact identified at this stage
	Socio-economic impacts (Including impact on child poverty issues and deprivation)	Benefits advice and support is available through other universal services.	There is the potential that if families are not able to access benefits advice from universal services they will not be able to maximise their full benefit entitlement and potentially receive less income.	
	Public Health impacts (How will your proposal impact on the general health of the population of Torbay)			No differential impact identified at this stage
<b>8a.</b>	<b>Cumulative Impacts – Council wide</b> (proposed changes elsewhere which might worsen the impacts identified above)	None identified		
<b>8b.</b>	<b>Cumulative Impacts – Other public services</b> (proposed changes elsewhere which might worsen the impacts identified above)	Other proposals in relation to the wider contract with Citizen's Advice Bureau may mean that they are not able to provide the range of universal advice services currently available.  Further potential impacts will be assessed through the consultation, this will be updated once the consultation has been undertaken.		

### Section 3: Mitigating action

No	Action	Details
<b>9.</b>	<b>Summarise any negative impacts and how these will be managed?</b>	Families whose children are accessing the Kool club will be consulted in relation to potential alternative provision to mitigate against potential impact.  Families who are accessing Quids for Kids will be signposted to universal services where similar services are available to

		<p>advice regarding benefit claims. Support, information and advice will also be provided by social workers, who are working with the families on a regular basis.</p> <p>The proposed reduction in the funding for Kool Club and Quid for Kids will be the subject of further consultation and will be presented to Full Council in later in 2014 for a decision.</p>
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#### Section 4: Monitoring

No	Action	Details
10.	Outline plans to monitor the actual impact of your proposals	Children and young people with disabilities, who continue to meet the criteria for assessment, will be offered re assessment. A revised or renewed Short Breaks Service Plan will identify how their needs will be best met. Those needs will be outcome focused and time limited. For those children who will need to transfer to other appropriate services a transition plan will be in place. Regular update attendance registers and evaluations will be undertaken to measure the impact of the closure of any projects.

#### Section 5: Recommended course of action –

No	Action	Outcome	Tick	Reasons/justification for recommended action
11.	State a recommended course of action	<b>Outcome 1: No major change required - EIA</b> <i>has not identified any potential for adverse impact in relation to equalities and all opportunities to promote equality have been taken</i>	✓	
		<b>Outcome 2: Adjustments to remove barriers –</b> <i>Action to remove the barriers identified in relation to equalities have been taken or actions identified to better promote equality</i>	✓	

		<i><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'.</i>		
		<i><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</i>		

## **Appendix 1**

### **Consultation Data: Review of Day Care and Domiciliary Care**

#### **1. Families with Children and Young People 0yrs to 18yrs with physical and or Learning Disabilities**

##### **1.1 Methodology**

A questionnaire was compiled and sent to Families with children and Young people with disabilities that are registered with the Torbay Children's Disability Service. Also a mail shot to all the families that are registered on the Torbay Disability register 'DeCiDe'.

The letter which accompanied the questionnaire gave an outline of the need to respond to the questionnaire as a response to the overall proposal. The letters went out to families on the 19<sup>th</sup> December 2013 with a return date of the 16<sup>th</sup> January.

There were 300 mail outs to families on 19<sup>th</sup> Dec 2013. Up to the 16<sup>th</sup> Jan 2014 15 completed questionnaires were returned.

The services include Day Care Service sections, Torbay Special Needs Playscheme, Torbay Special Needs Saturday Club, Torbay Sensory group, Torbay Inclusion Project, The Torbay CIS Befriending Service and Direct Payments, Kool Club & Quids for Kids Project.

##### **1.2 Key Themes from the Consultation**

Due to the sensitivity of the proposal consultation, specific responses from respondents are not included in this report. However they have all been considered & summarised within this report.

**Question 1.** Which services do you receive to support your family i.e. Saturday Club, Playscheme, Befriending etc.

75% of responses identified the services they used, 25% indicated they don't have any Day Care Services. Services are indicated above.

**Question 2** Were you given a choice of which service was available to you? If so, why did you choose this service?

70% of respondents indicated that they were given a choice and the services were appropriate for their child's development, well being and safety.

**Question 3** What do you like about the services your child attends?

80% of the responses identified the outcomes for their children using the services as being the timing of sessions, the variety of activities, the safe environment and management of the services.

**Question 4** What don't you like about the services your child attends?

50% of the responses have concerns about reduction in services or funding due to be lost. 20% of respondents have issues with the provision of transport with 30% stating they have no dislikes about the services they use.

**Question 5** What support is/has been given to you to help your child or young person gain independence? How has the support given to you helped you and your family?

80% of respondents are clear about the aims of the services they use and are confident that a pace of independence and self esteem is gained by their child at stages that take into consideration their abilities. 20% indicate they have no support

**Question 6** If the support service had not been available what would you have done? And what do you think would have happened to you and your family?

**Plus**

**Question 7** What concerns would you have if support services were not available for your family?

These 2 questions have been reviewed together as they have raised the same concerns for families. 90% of respondents are concerned for their family's well being of both their child with a disability and the extended family, if support is not consistent and at a level they feel supports them to care for their disabled child at home. 10% felt their health and relationships would suffer as a result of being fulltime carers for their disabled child.

## **General Budget consultation**

Torbay Council's Consultation Team undertook a general Budget consultation using a survey which was made available to the public. This included a question specifically relating to the proposal, the results are collated as follows.

**Question: Reduce the Learning Disability Development Fund – do you support this proposal. If no please tell us why you do not support this proposal.**

This is a development fund which has been used in the past to supplement the work of voluntary sector organisations and the Learning Disabilities Partnership Board. This is expected to save £34,000 over two years.

<b>Do you support this proposal?</b>	<b>Number</b>	<b>Percent</b>
Yes	193	47.2
No	174	42.5
No response	42	10.0
<b>Total</b>	<b>409</b>	<b>100.0</b>

Of the 174 respondents who selected 'No' they do not support the proposal, 146 respondents made comments related to the proposal. These have been summarised into themes below:

Category	Examples of comments – where respondents said ‘No’ above
<p><b>Will impact on vulnerable people</b></p>	<p><i>“...These are some of the most vulnerable people in society and an easy target. They are not able to cope without support.”</i></p> <p><i>“Because it will impact on some of the most vulnerable in the community and supports empowerment and self management of conditions which actually delivers cost savings in real terms.”</i></p> <p><i>“Cutting this budget would affect some of the most vulnerable people in our society. People who may not receive this support in any other way, putting a strain on families and carers.”</i></p>
<p><b>May increase pressure on statutory services</b></p>	<p><i>“Long-term this is counter-productive as reducing support of this kind increase crisis, respite and residential service demand.”</i></p> <p><i>“...This will increase the burden on the public sector.”</i></p>
<p><b>Vital service</b></p>	<p><i>“It is important to support people with learning difficulties.”</i></p> <p><i>“Those who have disability need support and this cannot come from the family all the time.”</i></p>
<p><b>Small cost saving</b></p>	<p><i>“It is a comparatively small sum and accommodating the needs of individuals with learning disabilities ...benefits the individuals and the community as well.”</i></p> <p><i>“The cost saving is not worth it considering the benefits to those with learning disabilities.”</i></p>

### Planned actions for those at risk

This report is linked to the Budget Reduction Proposals submitted with Equality Impact Assessments submitted for the closure of the Quid's for Kids Service, closure of the Kool Club and Inclusion Project  
Children and young people with disabilities, who continue to meet the criteria for assessment, will be offered re assessment. This will identify how their needs will be best met.

For those families who feel they are entitled to a service, we will undertake to offer an assessment to identify their current needs.

### Summary

As part of the budget proposal developing a framework agreement and commissioned services:

The current provision of Short breaks including both Day Care and Over night is currently under review and a commissioning team has been set up to establish a comprehensive and compliant and equitable service.

Simultaneously all children who currently receive a service are undergoing an assessment to review their needs .