

Equality Impact Analysis to enable informed decisions

The purpose of this document is to:-

- I. help decision makers fulfil their duties under the Equality Act 2010 and
- II. for you to evidence the positive and adverse impacts of the proposed change on people with protected characteristics and ways to mitigate or eliminate any adverse impacts.

Using this form

This form must be updated and reviewed as your evidence on a proposal for a project/service change/policy/commissioning of a service or decommissioning of a service evolves taking into account any consultation feedback, significant changes to the proposals and data to support impacts of proposed changes. The key findings of the most up to date version of the Equality Impact Analysis must be explained in the report to the decision maker and the Equality Impact Analysis must be attached to the decision making report.

****Please make sure you read the information below so that you understand what is required under the Equality Act 2010****

Equality Act 2010

The Equality Act 2010 applies to both our workforce and our customers. Under the Equality Act 2010, decision makers are under a personal duty, to have due (that is proportionate) regard to the need to protect and promote the interests of persons with protected characteristics.

Protected characteristics

The protected characteristics under the Act are: age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation.

Section 149 of the Equality Act 2010

Section 149 requires a public authority to have due regard to the need to:

- Eliminate discrimination, harassment, victimisation, and any other conduct that is prohibited by/or under the Act
- Advance equality of opportunity between persons who share relevant protected characteristics and persons who do not share those characteristics
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

The purpose of Section 149 is to get decision makers to consider the impact their decisions may or will have on those with protected characteristics and by evidencing the impacts on people with protected characteristics decision makers should be able to demonstrate 'due regard'.

Decision makers duty under the Act

Having had careful regard to the Equality Impact Analysis, and also the consultation responses, decision makers are under a personal duty to have due regard to the need to protect and promote the interests of persons with protected characteristics (see above) and to:-

- (i) consider and analyse how the decision is likely to affect those with protected characteristics, in practical terms,
- (ii) remove any unlawful discrimination, harassment, victimisation and other prohibited conduct,
- (iii) consider whether practical steps should be taken to mitigate or avoid any adverse consequences that the decision is likely to have, for persons with protected characteristics and, indeed, to consider whether the decision should not be taken at all, in the interests of persons with protected characteristics,
- (iv) consider whether steps should be taken to advance equality, foster good relations and generally promote the interests of persons with protected characteristics, either by varying the recommended decision or by taking some other decision.

Conducting an Impact Analysis

The Equality Impact Analysis is a process to identify the impact or likely impact a project, proposed service change, commissioning, decommissioning or policy will have on people with protected characteristics listed above. It should be considered at the beginning of the decision making process.

The Lead Officer responsibility

This is the person writing the report for the decision maker. It is the responsibility of the Lead Officer to make sure that the Equality Impact Analysis is robust and proportionate to the decision being taken.

Summary of findings

You must provide a clear and concise summary of the key findings of this Equality Impact Analysis in the decision making report and attach this Equality Impact Analysis to the report.

Impact – definition

An impact is an intentional or unintentional lasting consequence or significant change to people's lives brought about by an action or series of actions.

How much detail to include?

The Equality Impact Analysis should be proportionate to the impact of proposed change. In deciding this asking simple questions “Who might be affected by this decision?” “Which protected characteristics might be affected?” and “How might they be affected?” will help you consider the extent to which you already have evidence, information and data, and where there are gaps that you will need to explore. Ensure the source and date of any existing data is referenced.

You must consider both obvious and any less obvious impacts. Engaging with people with the protected characteristics will help you to identify less obvious impacts as these groups share their perspectives with you.

A given proposal may have a positive impact on one or more protected characteristics and have an adverse impact on others. You must capture these differences in this form to help decision makers to arrive at a view as to where the balance of advantage or disadvantage lies. If an adverse impact is unavoidable then it must be clearly justified and recorded as such, with an explanation as to why no steps can be taken to avoid the impact. Consequences must be included.

Proposals for more than one option If more than one option is being proposed you must ensure that the Equality Impact Analysis covers all options. Depending on the circumstances, it may be more appropriate to complete an Equality Impact Analysis for each option.

The information you provide in this form must be sufficient to allow the decision maker to fulfil their role as above. You must include the latest version of the Equality Impact Analysis with the report to the decision maker. Please be aware that the information in this form must be able to stand up to legal challenge.

Background Information

| | | | |
|--|--|--|---|
| Title of the policy / project / service being considered | Transitional Block Beds Re-procurement | Person / people completing analysis | Danielle Garratt |
| Service Area | Adult Care | Lead Officer | Danielle Garratt |
| Who is the decision maker? | Executive Councillor for Adult Care, Health Services and Children's Services | How was the Equality Impact Analysis undertaken? | Research / Discussions have taken place at the Transitional Block Beds Project Board. There has been extensive practitioner consultation and feedback gained throughout the contract management process and service review. Pre-market engagement was also undertaken in the form of a questionnaire. |
| Date of meeting when decision will be made | 27/11/2019 | Version control | V1 |
| Is this proposed change to an existing policy/service/project or is it new? | Existing policy/service/project | LCC directly delivered, commissioned, re-commissioned or de-commissioned? | Re-commissioned |
| Describe the proposed change | <p>This impact analysis forms part of the decision making process relating to the re-procurement of Transitional Block Beds contract</p> <p>The current contracts were procured in three separate rounds with staggered start dates but all expire as of 7th August 2019. There are options available to extend up to a maximum of two years. A decision has been taken to extend until 31st March 2020 to allow adequate time for a review of the current provision and consideration of future demand and requirements in terms of any re-procurement.</p> <p>It is recommended that there is a joint re-procurement of these services based upon the delivery model and general principles as set out below:</p> <ul style="list-style-type: none"> - To provide a service which aims to: reduce hospital admissions and facilitates hospital discharge, that is focused upon reablement, ideally within a three week transition period; | | |

- Have dedicated staff in place promoting independence and return home;
- The carrying out of weekly Multi-Disciplinary Teams (MDT) meetings to discuss individual placements;
- The allocation of specific rooms which are appropriate to cater for all necessary complex needs and categories of care;
- The incorporation of a flexible provision allowing in some cases for beds to be transferrable responding to either a Health or LCC need;
- To make improvements to the specification including; clear aims and objectives of the service, a standardisation of assessment, admission and discharge processes; and the implementation of a clear transitional pathway identifying when a need is health or social care.
- To better allow for the specification improvements it is proposed that contracts are to be awarded based upon a higher concentration of beds in fewer Care Homes and for each of the homes to be located within approximately 30 miles radius of the acute and/or community hospitals therefore reducing the planned transport to and from hospital and improved experience for family members and friends.

Evidencing the impacts

In this section you will explain the difference that proposed changes are likely to make on people with protected characteristics. To help you do this first consider the impacts the proposed changes may have on people without protected characteristics before then considering the impacts the proposed changes may have on people with protected characteristics.

You must evidence here who will benefit and how they will benefit. If there are no benefits that you can identify please state 'No perceived benefit' under the relevant protected characteristic. You can add sub categories under the protected characteristics to make clear the impacts. For example under Age you may have considered the impact on 0-5 year olds or people aged 65 and over, under Race you may have considered Eastern European migrants, under Sex you may have considered specific impacts on men.

Data to support impacts of proposed changes

When considering the equality impact of a decision it is important to know who the people are that will be affected by any change.

Population data and the Joint Strategic Needs Assessment

The Lincolnshire Research Observatory (LRO) holds a range of population data by the protected characteristics. This can help put a decision into context. Visit the LRO website and its population theme page by following this link: <http://www.research-lincs.org.uk> If you cannot find what you are looking for, or need more information, please contact the LRO team. You will also find information about the Joint Strategic Needs Assessment on the LRO website.

Workforce profiles

You can obtain information by many of the protected characteristics for the Council's workforce and comparisons with the labour market on the [Council's website](#). As of 1st April 2015, managers can obtain workforce profile data by the protected characteristics for their specific areas using Agresso.

Positive impacts

The proposed change may have the following positive impacts on persons with protected characteristics – If no positive impact, please state 'no positive impact'.

| | |
|---------------------------------------|---|
| Age | The proposed outcomes of this process would be applicable to those adults whose assessed care needs meet the national threshold regardless of their age. However, it is expected that the service will be used predominantly by older people (65 and over).. |
| Disability | <p>The proposed outcomes would be applicable to those adults whose assessed care needs meet the national threshold regardless of their disability.</p> <p>Adult Care supports people who have a disability; this includes those with learning or physical disabilities, autistic spectrum disorder, and older people, the impact is promoting health and wellbeing and enhancing quality of life for adults with eligible care needs, who, for whatever reason relating to those care needs, it is not appropriate, either in the short or longer term, to live in their own homes.</p> |
| Gender reassignment | There is no specific positive impact relating to gender re assignment. The changes would be applicable to those adults whose assessed care needs meet the national threshold regardless of their gender reassignment |
| Marriage and civil partnership | There is no specific positive impact relating to marriage or civil partnership |
| Pregnancy and maternity | There is no specific positive impact relating to pregnancy and maternity |
| Race | <p>There is no specific positive impact relating to race. The changes are applicable to those adults whose assessed care needs meet the national threshold regardless of race</p> <p>The ethnic origin profile of adults ASC currently supports is consistent with the current overall profile of Lincolnshire residents.</p> |

| | |
|---------------------------|---|
| Religion or belief | There is no specific positive impact relating to religion or belief. The changes would be applicable to those people whose assessed care needs meet the national threshold regardless of their religion or belief |
| Sex | The changes would be applicable to those people whose assessed care needs meet the national threshold regardless of their sex. |
| Sexual orientation | There is no specific positive impact relating to sexual orientation. The changes would be applicable to those people whose assessed care needs meet the national threshold regardless of their sexual orientation |

If you have identified positive impacts for other groups not specifically covered by the protected characteristics in the Equality Act 2010 you can include them here if it will help the decision maker to make an informed decision.

Adverse/negative impacts

You must evidence how people with protected characteristics will be adversely impacted and any proposed mitigation to reduce or eliminate adverse impacts. An adverse impact causes disadvantage or exclusion. If such an impact is identified please state how, as far as possible, it is justified; eliminated; minimised or counter balanced by other measures.

If there are no adverse impacts that you can identify please state 'No perceived adverse impact' under the relevant protected characteristic.

Negative impacts of the proposed change and practical steps to mitigate or avoid any adverse consequences on people with protected characteristics are detailed below. If you have not identified any mitigating action to reduce an adverse impact please state 'No mitigating action identified'.

| | |
|--------------------------------|-------------------------------|
| Age | 'No perceived adverse impact' |
| Disability | No perceived negative impact |
| Gender reassignment | 'No perceived adverse impact' |
| Marriage and civil partnership | 'No perceived adverse impact' |
| Pregnancy and maternity | 'No perceived adverse impact' |

| | |
|---------------------------|-------------------------------|
| Race | 'No perceived adverse impact' |
| Religion or belief | 'No perceived adverse impact' |
| Sex | 'No perceived adverse impact' |
| Sexual orientation | 'No perceived adverse impact' |

If you have identified negative impacts for other groups not specifically covered by the protected characteristics under the Equality Act 2010 you can include them here if it will help the decision maker to make an informed decision.

N/A

Stakeholders

Stake holders are people or groups who may be directly affected (primary stakeholders) and indirectly affected (secondary stakeholders)

You must evidence here who you involved in gathering your evidence about benefits, adverse impacts and practical steps to mitigate or avoid any adverse consequences. You must be confident that any engagement was meaningful. The Community engagement team can help you to do this and you can contact them at consultation@lincolnshire.gov.uk

State clearly what (if any) consultation or engagement activity took place by stating who you involved when compiling this EIA under the protected characteristics. Include organisations you invited and organisations who attended, the date(s) they were involved and method of involvement i.e. Equality Impact Analysis workshop/email/telephone conversation/meeting/consultation. State clearly the objectives of the EIA consultation and findings from the EIA consultation under each of the protected characteristics. If you have not covered any of the protected characteristics please state the reasons why they were not consulted/engaged.

Objective(s) of the EIA consultation/engagement activity

The engagement process supports the procedure for providing Equality Impact Assessments, which will allow LCC ASC to check that new services are being introduced fairly and have evidence of wide ranging and appropriate community engagement

Who was involved in the EIA consultation/engagement activity? Detail any findings identified by the protected characteristic

| | |
|---------------------------------------|---|
| Age | <p>Engagement covers all adults (18-64 and 65 and over) whose assessed care needs meet the national threshold, all service providers included in the cohort regardless of their age and all professionals included in the cohort regardless of their age.</p> <p>Findings have shown that this is a service which is predominantly accessed by older people (65 and over) but is used by adults where PD, LD, Autism and/or Mental health is their primary care need regardless of age.</p> |
| Disability | <p>All disability groups, with increasing demand from OP as a result of an ageing population in Lincolnshire.</p> |
| Gender reassignment | <p>No Specific findings</p> |
| Marriage and civil partnership | <p>No specific findings</p> |
| Pregnancy and maternity | <p>No specific findings</p> |
| Race | <p>No specific findings</p> |

| | |
|---|---|
| Religion or belief | No specific findings |
| Sex | No specific findings |
| Sexual orientation | No specific findings |
| Are you confident that everyone who should have been involved in producing this version of the Equality Impact Analysis has been involved in a meaningful way? The purpose is to make sure you have got the perspective of all the protected characteristics. | Yes |
| Once the changes have been implemented how will you undertake evaluation of the benefits and how effective the actions to reduce adverse impacts have been? | The change will be managed via a robust contract management framework that will continue to monitor any impacts with regards to equality. |

Further Details

| | |
|--|---|
| Are you handling personal data? | <p>Yes</p> <p>If yes, please give details.</p> <p>LCC and each successful provider will have a joint controller relationship. The GDPR will be stipulated within each contract setting out the responsibilities for each party.</p> |
|--|---|

| Actions required | Action | Lead officer | Timescale |
|---|---|---------------------|--|
| Include any actions identified in this analysis for on-going monitoring of impacts. | Any potential impacts will be monitored in accordance with the contract management framework. | Joanne Kelly | On-going on a quarterly basis unless issues arise. |
| Signed off by | | Date | Click here to enter a date. |