

Equality Impact Assessment (EqIA)

Type of Decision: Tick ✓	✓	Cabinet		Portfolio Holder		Other (explain)	
Date decision to be taken:	September 2015						
Value of savings to be made (if applicable):	Estimate £25k - £50k						
Title of Project:	Re-tender of Care Service at Ewart House Sheltered Scheme						
Directorate / Service responsible:	Community Health & Wellbeing						
Name and job title of Lead Officer:	Chris Greenway – Head of Safeguarding, Assurance & Quality Services						
Name & contact details of the other persons involved in the assessment:	Sandie Roberts, SAQS Contracts Manager, Civic Centre, 2 nd Floor, East Wing, Ext 2206						
Date of assessment (including review dates):	August 2015						

Stage 1: Overview

<p>1. What are you trying to do?</p> <p>(Explain your proposals here e.g. introduction of a new service or policy, policy review, changing criteria, reduction / removal of service, restructure, deletion of posts etc)</p>	<p>Ewart House is a 47 Unit Extra Care Sheltered Scheme currently commissioned on a block contract model provided by the following Provider/organisations:</p> <p>Landlord and Housing Related Support Provider – Harrow Churches Housing Association</p> <p>Care Provider – Creative Support</p> <p>The Care contract has been in place since October 2010.</p> <p>The contract with Creative Support has been extended until end December 2015</p> <p>The current contract held with Creative Support expires on 31st December 2015.</p> <p>The Council is preparing to go out to tender for a new contract to start April 2016. In order to accommodate the tender exercise, an extension of the current contract will need to be approved for a further three (3) months until end March 2016 to allow time to complete a full tender process efficiently and effectively.</p> <p>With the new contract, the Council are looking for efficiency savings with little or no</p>
---	---

disruption to the service users, with whom the service has been created. The Council wish to continue to provide a safe, clean, comfortable and hospitable Extra Care scheme for the over 65yr residents of Harrow.

The scheme was essentially set out to take an equal number of Low, Medium and High level of needs service users but with the elderly community living longer but not necessarily healthier, the demands on the community services, like Ewart House, has increased.

The current contract is for £511K and allows for 690 hours per week, which includes 140 night hours. This translates to an hourly cost of £13.98.

The Council are looking for efficiency savings by a reduction in the overall annual contract price. The Council would prefer to remain with the current number of hours, due to the high level of needs but at a reduced hourly rate.

2. Who are the main people / Protected Characteristics that may be affected by your proposals? (✓ all that apply)	Residents / Service Users	✓	Partners	✓	Stakeholders	✓
	Staff	✓	Age	✓	Disability	✓
	Gender Reassignment		Marriage and Civil Partnership		Pregnancy and Maternity	
	Race		Religion or Belief		Sex	✓
	Sexual Orientation		Other			

3. Is the responsibility shared with another directorate, authority or organisation? If so:

- Who are the partners?
- Who has the overall responsibility?
- How have they been involved in the assessment?

Harrow Churches Housing Association (HCHA), work in partnership with Creative Support as they are the Landlord of the building and also supply the housing related support aspect to residents, which they have a separate contract for. The support workers work closely with the care workers from Creative Support. Both HCHA and Creative Support have offices within Ewart House, with HCHA having overall responsibility for the building and security of Ewart House.

Stage 2: Evidence & Data Analysis

4. What evidence is available to assess the potential impact of your proposals? This can include census data, borough profile, profile of service users, workforce profiles, results from consultations and the involvement tracker, customer satisfaction surveys, focus groups, research

interviews, staff surveys, press reports, letters from residents and complaints etc. Where possible include data on the nine Protected Characteristics.

(Where you have gaps (data is not available/being collated for any Protected Characteristic), you may need to include this as an action to address in your Improvement Action Plan at Stage 6)

See attached document (Appendix A) which provides current demographic data about the tenants at Ewart House.

Protected Characteristic	Evidence	Analysis & Impact
Age (including carers of young/older people)	<p>BAME and demographic information based on profile of service users.</p> <p>(55-59 = 3) (60-64 = 10) (65-69 = 8)) (70-74 =2) (75-79 = 7) (71-74 = 2) (80-84 = 5) (85-89 =4) (90-94 =3) (95-99 = 2)</p>	<p>There will be minor impact to residents based on age as the service design primarily remains the same in terms of delivery of service.</p>
Disability (including carers of disabled people)	<p>BAME and demographic information based on profile of service users.</p> <p>Diabetes – 4, Mental Health – 4, Dementia – 6, Learning Difficulties – 3, Mobility Difficulties - 13 MS – 1 Lupus – 1 Amputee – 2 Heart conditions – 1</p> <p>Other conditions (Asthma, Parathesia, Depression, Alcoholism, Hypertension, Hyperthyroidism, stroke, Pneumonia, Bipolar, speech impairment, short term memory loss, curvature of the spine and Arthritis.</p>	<p>There will be minor impact to residents based on disability as the service design primarily remains the same in terms of delivery of service.</p>
Gender Reassignment	No information available.	
Marriage / Civil Partnership	N/A	No impact
Pregnancy and Maternity	N/A	No impact

Race	<p>BAME data</p> <p>African/ Caribbean – 1</p> <p>White British – 26</p> <p>Asian/ British – 5</p> <p>Caribbean – 4</p> <p>African – 3</p> <p>Indian – 3</p> <p>Sri Lankan – 1</p> <p>Asian - 1</p>	There will be no impact related to race.
Religion and Belief	N/A	No impact
Sex / Gender	<p>Demographic Data.</p> <p>Female – 30</p> <p>Male - 16</p>	Minor impact as there are more women than men supported within this age group.
Sexual Orientation	No information available	

Stage 3: Assessing Potential Disproportionate Impact

5. Based on the evidence you have considered so far, is there a risk that your proposals could potentially have a disproportionate adverse impact on any of the Protected Characteristics?

	Age (including carers)	Disability (including carers)	Gender Reassignment	Marriage and Civil Partnership	Pregnancy and Maternity	Race	Religion and Belief	Sex	Sexual Orientation
Yes	✓	✓						✓	

No			✓	✓	✓	✓	✓	✓	✓
----	--	--	---	---	---	---	---	---	---

YES - If there is a risk of disproportionate adverse Impact on any **ONE** of the Protected Characteristics, continue with the rest of the template.

- **Best Practice:** You may want to consider setting up a Working Group (including colleagues, partners, stakeholders, voluntary community sector organisations, service users and Unions) to develop the rest of the EqIA
- It will be useful to also collate further evidence (additional data, consultation with the relevant communities, stakeholder groups and service users directly affected by your proposals) to further assess the potential disproportionate impact identified and how this can be mitigated.
- **NO** - If you have ticked 'No' to all of the above, then go to **Stage 6**
- Although the assessment may not have identified potential disproportionate impact, you may have identified actions which can be taken to advance equality of opportunity to make your proposals more inclusive. These actions should form your Improvement Action Plan at Stage 6

Stage 4: Further Consultation / Additional Evidence

6. What further consultation have you undertaken on your proposals as a result of your analysis at **Stage 3**?

Who was consulted? What consultation methods were used?	What do the results show about the impact on different groups / Protected Characteristics?	What actions have you taken to address the findings of the consultation? E.g. revising your proposals
Consultation with current Provider - Creative Support	Minimal impact to tenants as a change in Provider will likely result in current staff being TUPE'D over.	

Stage 5: Assessing Impact

7. What does your evidence tell you about the impact on the different Protected Characteristics? Consider whether the evidence shows potential for differential impact, if so state whether this is a positive or an adverse impact? If adverse, is it a minor or major impact?

Protected Characteristic	Positive Impact ✓	Adverse Impact		Explain what this impact is, how likely it is to happen and the extent of impact if it was to occur. Note – Positive impact can also be used to demonstrate how your proposals meet the aims of the PSED Stage 7	What measures can you take to mitigate the impact or advance equality of opportunity? E.g. further consultation, research, implement equality monitoring etc (Also Include these in the Improvement Action Plan at Stage 6)
		Minor ✓	Major ✓		
Age (including carers of young/older people)		✓		No differential impact because of age.	This scheme is targeted at service users primarily over 60yrs+ and with varying complex needs. Annual contract monitoring based on the service specification and data collection are measures that will be put in place to mitigate risk.
Disability (including carers of disabled people)		✓		The needs of disabled service users will be identified during assessment by housing management and support staff from the outset as needs for Aids and Adaptations will be addressed prior to moving into scheme and during changes of need.	The new Specification will cover and address how assessments will be carried out.
Gender Reassignment					
Marriage and Civil Partnership					
Pregnancy and Maternity					

Race					
Religion or Belief					
Sex		✓		Current service user data at Ewart House Women – 30 Male - 16	Gender specific issues are and will continue to be covered and captured in Service Reviews and Contract monitoring.
Sexual orientation					

<p>8. Cumulative Impact – Considering what else is happening within the Council and Harrow as a whole, could your proposals have a cumulative impact on a particular Protected Characteristic?</p> <p>If yes, which Protected Characteristics could be affected and what is the potential impact?</p>	Yes		No	✓

<p>9. Any Other Impact – Considering what else is happening within the Council and Harrow as a whole (for example national/local policy, austerity, welfare reform, unemployment levels, community tensions, levels of crime) could your proposals have an impact on individuals/service users socio economic, health or an impact on community cohesion?</p> <p>If yes, what is the potential impact and how likely is it to happen?</p>	Yes		No	✓

Stage 6 – Improvement Action Plan

List below any actions you plan to take as a result of this Impact Assessment. These should include:

- Proposals to mitigate any adverse impact identified
- Positive action to advance equality of opportunity
- Monitoring the impact of the proposals/changes once they have been implemented
- Any monitoring measures which need to be introduced to ensure effective monitoring of your proposals? How often will you do this?

Area of potential adverse impact e.g. Race, Disability	Proposal to mitigate adverse impact	How will you know this has been achieved? E.g. Performance Measure / Target	Lead Officer/Team	Target Date
The Care Provider to identify residents that are vulnerable due to age and disability and be aware of any additional care needs or advanced care, e.g, move to a nursing home, in order for the appropriate support to be provided to meet those needs.	A review of needs and risk assessment of all tenants within the sheltered scheme will be carried out as part of transition and implementation of change.	It will be stated as a mandatory requirement for care provider to carry out the assessments	Sandie Roberts SAQS Contract Management Team	

Stage 7: Public Sector Equality Duty

10. How do your proposals meet the Public Sector Equality Duty (PSED) which requires the Council to:
1. Eliminate unlawful discrimination, harassment and victimisation

The proposal to re-tender the care contract at Ewart House will take great consideration in ensuring that it meets the PSED through the revised service specification for this tender, future BAME and demographic information

and other conduct prohibited by the Equality Act 2010	collated from care provider, quarterly review meetings and annual contract monitoring. Information collated will take both staff and service users into consideration and will involve extensive consultation and feedback from both sources.
2. Advance equality of opportunity between people from different groups	
3. Foster good relations between people from different groups	

Stage 8: Recommendation

11. Please indicate which of the following statements best describes the outcome of your EqIA (✓ tick one box only)

Outcome 1 – No change required: the EqIA has not identified any potential for unlawful conduct or disproportionate impact and all opportunities to advance equality of opportunity are being addressed.	
--	--

Outcome 2 – Minor Impact: Minor adjustments to remove / mitigate adverse impact or advance equality of opportunity have been identified by the EqIA and these are listed in the Action Plan above.	✓
---	---

Outcome 3 – Major Impact: Continue with proposals despite having identified potential for adverse impact or missed opportunities to advance equality of opportunity. In this case, the justification needs to be included in the EqIA and should be in line with the PSED to have 'due regard'. In some cases, compelling reasons will be needed. You should also consider whether there are sufficient plans to reduce the adverse impact and/or plans to monitor the impact. (Explain this in Q12 below)	
--	--

12. If your EqIA is assessed as outcome 3 explain your justification with full reasoning to continue with your proposals.	
---	--

Stage 9 - Organisational sign Off

13. Which group or committee considered, reviewed and agreed the EqIA and the Improvement Action Plan?	EqIA Board Group		
---	------------------	--	--

Signed: (Lead officer completing EqIA)	Sandie Roberts	Signed: (Chair of DETG)	Roger Rickman
--	----------------	-------------------------	---------------

Date:	07/09/2015	Date:	09/09/2015
-------	------------	-------	------------

Date EqIA presented at the EqIA Quality Assurance Group (if required)	09/09/2015	Signature of DETG Chair	
---	------------	-------------------------	--