

Equality Impact Assessment Record

EIA Guidance

Please ensure that you have read the Council's EIA Guidance booklet, available on Boris, before starting work on your EIA, it should be read in conjunction with this form. If anything is unclear please contact your departmental equality representative listed below. This form is designed to summarise the findings of your EIA. **Please also keep a record of your other discussions in producing the impact assessment.**

Drafting your EIA

The boxes in this form are designed to expand please ensure that you add data, consultation results and other information to back up any assertions that you make. A draft of this record form must be sent to the Councils Equality Officer Abby Thomas and your departmental equality representative(s) (listed below) who will send you comments on it before it is finalised and signed off by your Chief Officer. This step is important to check the quality and consistency of EIAs across the Council.

Departmental Equality Representatives

ECC	Jane Eaton	SCL	Graham Symonds and Ilona Cowe
CS	Abby Thomas	CXO	Stephanie Boodhna

Publishing

The Council is legally required to publish this EIA record form on the Councils website. Please send a copy of the final version of the EIA record form to the Councils Equality Officer Abby Thomas to publish.

Date of EIA	18 th August 2009	EIA Guidance Page Ref.
Directorate	Adult Social Care and Learning	
Part One - Initial Screening Record		
1. Activity to be assessed	DOMESTIC SUPPORT SERVICE EXTENSION	See Pages 9 - 10
2. What is the activity?	SERVICE	
3. Is it a new or existing activity?	EXISTING	
4. Who are the members of the EIA team?	Mira Haynes, Lynne Lidster, Alison Cronin, Penny Crane, Mark Sanders, Les Horsley (Project Team)	
5. Initial screening assessment. If the answer to either of these questions is 'yes' then it is necessary to go ahead with a full Equality Impact Assessment.	<p>1. Does the activity have the potential to cause adverse impact or discriminate against different groups in the Councils workforce or the community?</p> <p>Yes, this service needs to meet the diverse needs of individuals e.g. cultural, religious, ethnic, race. This would be particularly relevant when going shopping for individuals to ensure that the food purchased is suitable to meet the individuals requirements, for example kosher foods. Currently there are no people with specific requirements. Statistics from the current provider indicate that all but one users are White British. The service provider currently supports 180 people. Thirty-six of these are through direct payments.</p> <p>2. Does the activity make a positive contribution to equalities?</p> <p>Yes</p>	
6. Did Part 1: Initial Screening indicate that	<input type="checkbox"/> Yes – full EIA completed and recorded below.	

a full EIA was necessary?	
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Part Two - Full EIA Record		
7. Why is a full EIA being completed on the activity? Double click on boxes to check all that apply.	The activity has the potential to have an adverse impact/discriminate against different groups in the community.	See Pages 9 - 10
8. Who is the activity designed to benefit/target?	<p>The purpose of the activity is to: ensure that people who require a shopping and or cleaning service, are introduced to Domestic Support Workers, who, whilst being self employed, have been through a vetting service managed by the service provider.</p> <p>The activity is designed for: people 18+ who are living in the borough of Bracknell. Services are provided to people who meet the Councils eligibility criteria whether funded by the Council through direct payments, or who are self funders.</p>	See Page 11
9. Summarise the information gathered for this EIA including research and consultation to establish what impact the activity has on different equality groups.	<p>Services are provided to approximately 180 people (36 through direct payments and 144 self funders). The projected number of hours to 31st March 2010 is approximately 15,000 (3,800 through direct payments and 11,200 to self funders). This equates to 34% being funded through direct payments and 66% self funders. The figures for direct payments is likely to increase over the coming months, The reason for this is that the Council currently purchases a number of housework and shopping calls through its domiciliary care contracts. This is a more expensive option for the Council and provides less flexibility to the people receiving the service. The Council is therefore looking to transfer these services to the Domestic Support Service over the coming months</p> <p>Equality monitoring information indicates that almost 100% of people using the service are White British. There is only one person recorded as Asian Other. We are unsure why there is a low uptake from BME communities locally. The service is promoted by both the current provider and the Council, who already has in place links with BME groups, specifically the Indian Community Association and Nepalese Association. As with other support services, there is not a huge take up from ethnic minority groups, as often family members are more likely to support their elderly.</p> <p>The service provider is in the process of completing their first quality assurance survey.</p> <p>The service itself, allows more flexibility than other traditional domiciliary care services, as the Domestic Support Worker negotiates the days and times of service direct with the individual. The benefits include people being able to have care at a time which suits them, and also to go shopping with the Domestic Support Worker, if this is what they would like.</p>	See Pages 12-13
10. A) With regard to the equalities themes, which groups does the activity impact upon? B) Might any of these groups be adversely impacted? If you have not got	A) Groups Impacted <input type="checkbox"/> Race and ethnicity <input type="checkbox"/> Disability <input type="checkbox"/> Gender <input type="checkbox"/> Age ALL GROUPS <input type="checkbox"/> Sexual Orientation <input type="checkbox"/> Religion or belief <input type="checkbox"/> Other - please specify <input type="checkbox"/> Other - please specify	See Pages 14 -15 Double click on the boxes to check all
	B) Groups impacted adversely <input type="checkbox"/> Race and ethnicity <input type="checkbox"/> Disability <input type="checkbox"/> Gender <input type="checkbox"/> Age NONE <input type="checkbox"/> Sexual Orientation <input type="checkbox"/> Religion or belief <input type="checkbox"/> Other - please specify <input type="checkbox"/> Other - please specify	

<p>sufficient information to make a judgement, go to box 17 and list the actions that you will take to collect further information.</p>	<input type="checkbox"/> Other - please specify <input type="checkbox"/> Other - please specify	<input type="checkbox"/> Other - please specify <input type="checkbox"/> Other - please specify	<p>that apply.</p>
<p>11. What evidence is there to suggest an impact/adverse impact?</p>	<p>People of different religion or belief, race and ethnicity and cultural backgrounds have different requirements and the contract therefore has an impact on them</p> <p>No evidence of adverse impact</p>		
<p>12. On what grounds can impact or adverse impact be justified?</p>	<p>None. The contract will be required to meet the specific and diverse needs of all individuals who receive the service</p>		<p>See Pages 14 -15</p>
<p>13. Have any examples of good practice been identified as part of the EIA?</p>	<p>The service is in the process of being expanded to include the provision of light refreshments. This would include making sandwiches. The service provider is currently gauging interest in this amongst the Domestic Support Workers. Any Domestic Support Worker who is interested in this would be required to complete a 2 day course on food hygiene, which would be provided by the Council. The service also provides an opportunity for helping people who are returning to work, or who might otherwise be overlooked. For example, there are 3 Domestic Support Workers with learning disabilities</p>		<p>See Pages 14 -15</p>
<p>14. What actions are you currently undertaking to address issues for any of the groups impacted/adversely impacted?</p>	<p>The Council is preparing to re-tender this service under a framework agreement. The current contract will need to be extended to allow for the tender process to be completed and the Directors approval is being sought to extend the contract for a further year after the contract expires on 8th Nov 09.</p> <p>The Council will be tendering two other services along with the Domestic Support Service. These are the meals on wheels service and the domiciliary care service</p>		
<p>15. What actions will you take to reduce or remove any differential/adverse impact?</p> <p>Please also list any other actions you will take to maximise positive impacts.</p>	<p>Complete an equality impact assessment on the combined tender procurement exercise when it is commenced in July 2010 to assess the relevance of equalities to the procurement activity, the way in which the tender is advertised and the specification.</p> <p>BFC will assist with the provision of training for Domestic Support Workers, which will include equality and cultural awareness training.</p> <p>The framework will clearly identify the outputs required to ensure services meet the requirements of all groups who could be impacted on by the service, together with monitoring, quality and performance requirements. The Council will also work with the new service provider on developing ways to reach the hard to reach groups within the borough.</p>		<p>See page 16</p>
<p>16. Into which action plan/s will these actions be incorporated?</p>	<p>Adult Social Care and Learning – Older People and Long Term Conditions</p>		
<p>17. Who is responsible for the action plan?</p>	<p>Mira Haynes</p>		
<p>18. Chief Officers signature.</p>	<p>Glyn Jones </p> <p>Signature</p>		

19. Which PMR will this EIA be reported in?

SCL PMR Q2 2009-10