

Equality Analysis Form

The following questions will document the effect of your service or proposed policy, procedure, working practice, strategy or decision (hereafter referred to as 'policy') on equality, and demonstrate that you have paid due regard to the Public Sector Equality Duty.

1. RESPONSIBILITY

Department	Communities & Wellbeing	
Service	Strategic Planning and Development Team	
Proposed policy	Pilot: Supporting carers to remain in paid work	
Date	11.05.2015	
Officer responsible for the 'policy' and for completing the equality analysis	Name	Zena Shuttleworth
	Post Title	Strategic Planning and Development Officer
	Contact Number	0161 253 5272
	Signature	ZShuttleworth
	Date	11.05.2015
Equality officer consulted	Name	Mary Wood
	Post Title	Principle Officer - Equalities
	Contact Number	0161 253 6795
	Signature	 33/2015
	Date	20 th May 2015

2. AIMS

What is the purpose of the policy/service and what is it intended to achieve?	<p>The Strategic Planning and Development Team (Communities & Wellbeing) have successfully secured £125,032 to fund a two year pilot to research how assistive technology can support working carers. The concept of this pilot is to build upon existing services and support in Bury, making carers and their employers aware of these, whilst building an evidence base to promote the use of assistive technology.</p> <p>A dedicated Project Officer will be recruited to manage the pilot to ensure that key stakeholders, including employers, are involved throughout. The Project Officer will identify and support both employers and carers and will become a referral mechanism on to the pilot. They will assess the carers' needs to understand what support they require, both to sustain their employment and to support them in their wider caring role, and refer to universal and targeted support as appropriate. Employers will be given practical information on how to support carers within their workplace (based on national best practice), including advice on how to develop carer-friendly policies and</p>
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	<p>procedures. It is anticipated that there will be long term benefits to all participants after the pilot has finished.</p> <p>If Bury Council becomes one of the employers on the pilot, they will be expected to implement recommendations that come out of the pilot (e.g. refreshing carer-friendly policies and procedures). This will sanction the culture change of our organisation and ensure the council leads the way in supporting carers.</p>
<p>Who are the main stakeholders?</p>	<p>Bury Council teams and departments: Strategic Planning and Development Team, Strategic Planning and Economic Development Team, Carelink, Health Improvement Advisors.</p> <p>Carers and the people they care for.</p> <p>All employers including private and third sector.</p> <p>Social Care Institute for Excellence.</p> <p>Department for Work and Pensions.</p> <p>Government Equalities Office.</p> <p>Department for Health</p> <p>Corporate Human Resources.</p>

3. Establishing relevance to equality

3a. Using the drop down lists below, please advise whether the policy/service has either a positive or negative effect on any groups of people with protected equality characteristics. If you answer yes to any question, please also explain why and how that group of people will be affected.

Protected equality characteristic	Positive effect (Yes/No)	Negative effect (Yes/No)	Explanation
Race	No	No	No known effect.
Disability	Yes	No	The pilot looks at how assistive technology can support a person with disabilities and care needs to become and remain independent, allowing their carer to continue in employment
Gender	No	No	There are significantly more females than males on the Carers register (2:1), however this may be because some men may not recognise and acknowledge their caring role as readily as women and therefore do not seek support. Efforts will be made to engage with equal numbers of men and women on the pilot.
Gender reassignment	No	No	No known effect.
Age	Yes	No	The pilot is aimed at supporting working carers to remain in work or become employed and therefore generally those under 65/70 are more likely to benefit. The age profile for carers on the Carers' Register is limited as the largest category is unknown (approx 35%) and the next largest is 55-74 (30%).
Sexual orientation	No	No	No known effect.
Religion or belief	No	No	No known effect.
Caring responsibilities	Yes	No	The main outcome of this pilot is to evidence how assistive technology can support a carer to balance their work with caring responsibilities. If successful, the findings of this research

			will be discussed with all carers as we come into contact with them.
Pregnancy or maternity	No	No	No known effect.
Marriage or civil partnership	No	No	No known effect.

3b. Using the drop down lists below, please advise whether or not our policy/service has relevance to the Public Sector Equality Duty. If you answer yes to any question, please explain why.

General Public Sector Equality Duties	Relevance (Yes/No)	Reason for the relevance
Need to eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010	Yes	The rights of carers are covered within the following: Carers and Disabled Children Act 2000 Carers (Equal Opportunities) Act 2004 Care Act 2014 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Need to advance equality of opportunity between people who share a protected characteristic and those who do not (eg. by removing or minimising disadvantages or meeting needs)	Yes	We need to support people within their caring role to ensure that their own health and social needs are addressed, this includes employment. This will enable them to continue their caring role in the most effective way.
Need to foster good relations between people who share a protected characteristic and those who do not (eg. by tackling prejudice or promoting understanding)	Yes	The pilot will promote understanding of the role of carers, particularly amongst employers, which will address any prejudice or discrimination which may exist in the workplace and our community.

If you answered 'YES' to any of the questions in 3a and 3b

Go straight to Question 4

If you answered 'NO' to all of the questions in 3a and 3b

Go to Question 3c and do not answer questions 4-6

3c. If you have answered 'No' to all the questions in 3a and 3b please explain why you feel that your policy/service has no relevance to equality.

N/A

4. EQUALITY INFORMATION AND ENGAGEMENT

4a. For a service plan, please list what equality information you currently have available, **OR** for a new/changed policy or practice please list what equality information you considered and engagement you have carried out in relation to it.

Please provide a link if the information is published on the web and advise when it was last updated?

(NB. Equality information can be both qualitative and quantitative. It includes knowledge of service users, satisfaction rates, compliments and complaints, the results of surveys or other engagement activities and should be broken down by equality characteristics where relevant.)

Details of the equality information or engagement	Internet link if published	Date last updated
Face to face meetings with: - Carelink - Carers Centre - Health Improvement Advisors - Strategic Planning and Economic Team - Carers Strategy Group - Chair of the Carers Forum - Senior Management Team (Communities & Wellbeing) - Health & Wellbeing Board - Strategic Development Unit		May 2015
Desktop research on relevant legislation and national strategy and guidance		December 2015

4b. Are there any information gaps, and if so how do you plan to tackle them?

No.

5. CONCLUSIONS OF THE EQUALITY ANALYSIS

<p>What will the likely overall effect of your policy/service plan be on equality?</p>	<p>The pilot will have a positive impact on carers by assisting their identification, ensuring they are aware of their rights, being signposted to appropriate services and providing evidence on how assistive technology can support carers to remain in employment.</p> <p>Every effort is made to ensure equal access to carer support and services. By taking account of the needs of carers, services will become more inclusive and accessible.</p>
<p>If you identified any negative effects (see questions 3a) or discrimination what measures have you put in place to remove or mitigate them?</p>	<p>N/A</p>
<p>Have you identified any further ways that you can advance equality of opportunity and/or foster good relations? If so, please give details.</p>	<p>It is anticipated that the pilot will achieve better understanding of the role of carers and their needs, particularly by employers, and that this will result in more carer friendly policies and procedures.</p>
<p>What steps do you intend to take now in respect of the implementation of your policy/service plan?</p>	<p>The project plan will be tabled for discussion at: SMT SLT Cabinet</p> <p>Once the post is recruited to a full project plan will be agreed.</p>

6. MONITORING AND REVIEW

If you intend to proceed with your policy/service plan, please detail what monitoring arrangements (if appropriate) you will put in place to monitor the ongoing effects. Please also state when the policy/service plan will be reviewed.

To ensure that the monitoring and evaluation of this pilot is robust, a data collection process will be developed and agreed by all stakeholders before the pilot commences, this includes any data sharing protocols. The Economist within the Strategic Development Unit at Bury Council will ensure that a database is available

to collect both qualitative and quantitative information and will analyse and present the findings.

To facilitate the qualitative element of this monitoring and evaluation, an outcomes star method will be used. As we envisage the benefits of the pilot to be broad, we have identified the following draft monitoring and evaluation framework to help track the direct and indirect impact of the project pre, during and post completion. This is to include the social and economic returns on investment.

The Project Officer will also have access to data collected through the 'Helping Yourself to Health' course as the carers will complete a PHQ-9 and GAD-7 on their referral. The questionnaire is undertaken at 3 and 4 weeks and then at 6 weeks after the course is completed to enable us to track the progress a carer makes during this time. Other screening tools that data could be collected from include the Falls Risk Assessment Tool and the FAST (Fast Alcohol Screening Test) screening tool.

The carers, the people they care for and the employers will be interviewed during the pilot to enable the creation of case studies to further enhance the data collected. This learning will be disseminated nationally and, given the current economic situation, we will ensure that the cost benefit analysis will be emphasised. The impact will be measured against the type of intervention provided whilst taking into account the carers circumstances, condition of the cared for person and type of employment. It is anticipated that an event will be held at which the findings to the pilot would be disseminated to all key stakeholders.

COPIES OF THIS EQUALITY ANALYSIS FORM SHOULD BE ATTACHED TO ANY REPORTS/SERVICE PLANS AND ALSO SENT TO THE EQUALITY INBOX (equality@bury.gov.uk) FOR PUBLICATION.