



# 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

<b>Department</b>	Communities and Wellbeing	
<b>Service</b>	Workforce Modernisation	
<b>Proposed policy</b>	Future Service Options for Social Care Provider Services – LATCO preferred alternative delivery model	
<b>Date</b>	14 January 2015	
<b>Officer responsible for the 'policy' and for completing the equality analysis</b>	<b>Name</b>	Kat Sowden
	<b>Post Title</b>	Head of Workforce Modernisation
	<b>Contact Number</b>	0161 253 5406
	<b>Signature</b>	
	<b>Date</b>	16/12/14
<b>Equality officer consulted</b>	<b>Name</b>	Mary Wood
	<b>Post Title</b>	Principal Officer - Equalities
	<b>Contact Number</b>	0161 253 6795
	<b>Signature</b>	 1/2015
	<b>Date</b>	5 <sup>th</sup> January 2015

## 2. AIMS

<b>What is the purpose of the policy/service and what is it intended to achieve?</b>	<p>The services concerned provide social care support to vulnerable adults within Bury and comprise Supported Accommodation, Learning Disability, Physical Disability and Older People Day Services, Short Stay and Shared Lives operating from a variety of bases around the borough. The purpose is to ensure that they are supported to maximise their life opportunities and independence and to maintain health and wellbeing.</p> <p>These services are used in the main by people with physical and/or learning disabilities and older people.</p> <p>The services in question have already experienced significant cuts, and more will be required in 2015/16 and beyond. Benchmarking has highlighted that the costs of the service are high compared to other providers.</p> <p>Maintaining the current service design is not financially</p>
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	<p>sustainable going forward, and the service will be unlikely to adapt to meet the current and future demands of customers within the existing structures.</p> <p>A range of different delivery options have been considered, balancing financial return with staff, customer impact and the extent to which the Council can continue to influence and control provision / standard of services going forward.</p> <p>Following Cabinet approval to undertake an option appraisal, work has taken place to get the views of staff and stakeholders, and evaluate options in a number of key areas, e.g. Finance, Property, Procurement.</p> <p>This work was concluded and recommended that the alternative delivery model option was the preferred option. This was approved by Cabinet in October 2014.</p> <p>Significant additional work and further consultation has taken place to determine the form this should take and it is recommended that the operating model is a Local Authority Trading Company and that a full business plan is developed for approval by cabinet in April 2015.</p> <p>This equality analysis relates to the recommendation to proceed to the next phase of developing an alternative delivery model and is required to inform the Cabinet decision making by demonstrating the equality characteristics of customers and staff and the impact the development of a Local Authority Traded Company may have on equality.</p> <p>In order to inform the equality analysis staff and customer profiles have been considered and engagement with staff and customers was undertaken during July / August / November 2014.</p> <p>In addition 29 customer/carer/staff drop-ins have taken place to answer questions and queries during October and November 2014. These raised no further issues than those previously identified once any concerns about continuity of care had been allayed.</p> <p>This equality analysis deals solely with the impact in respect of provider services, however it is recognised that the development of a Local Authority Trading Company may have an impact on support services in the department and Council but it is not possible to identify this at this stage. This will be dealt with more fully in a later analysis.</p>
<p><b>Who are the main stakeholders?</b></p>	<p>Customers of provider services Families</p>

	Carers Staff Dept of Communities & Wellbeing Councillors Unison Support Services
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### 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	
Disability	Yes	Yes	<p>The majority of customers supported in these service areas have a learning and/or physical disability or sensory impairment. Depending on the governance for the proposed LATCO it could be perceived as positive as some models can provide the opportunity for more involvement in the operation of the organisation by customers. Also the new service may be able to offer new and more flexible services to customers and would be working towards being delivered at a more affordable price. In addition, the services would be more sustainable offering better security to customers in the future. Under this option customers would benefit from the familiarity and continuity of staff they know and trust</p> <p>Setting up a LATCO may be concerning to some people as it is something which they are not familiar with and therefore seems uncertain and risky. The majority of customers and their carers have expressed their satisfaction with the current service they receive and are therefore likely to find this detrimental. However, ongoing feedback from customers and carers indicates that they are comfortable with the information being provided to them and the proposed vision for the new organisation.</p>
Gender	Yes	Yes	<p><i>This impact relates to staff rather than customers. Within this area the majority of the workforce is female. Proportions range from 70% to 88% females within all teams. This is similar to the Council as a whole. This option would maintain employment for staff as they would transfer to the new model and is anticipated to be more sustainable in the future. Depending on the governance chosen for the LATCO there may be opportunities for staff to be involved in the operation of the organisation and development of new and flexible services.</i></p>

			<i>However development of a LATCO is perceived by some staff and trade unions as detrimental, despite the fact that TUPE would technically protect their terms and conditions of employment. This would affect more females than males due to the demographic makeup of the workforce. In addition, there could be an increased equal pay risk as the new organisation would be perceived as an 'associated employer'.</i>
Gender reassignment	No	No	
Age	Yes	yes	<p>Within the Older People's short stay, residential and day care the majority of customers are elderly. Depending on the governance of the LATCO it could be perceived as positive as some models can provide the opportunity for more involvement in the operation of the organisation by customers. Also the new service may be able to offer new and more flexible services to customers and would be working towards being delivered at a more affordable price. In addition, the services would be more sustainable offering better security to customers in the future. Under this option customers would benefit from the familiarity and continuity of staff they know and trust.</p> <p>Setting up a LATCO may be concerning to some people as it is something which they are not familiar with and therefore seems uncertain and risky. The majority of customers and their carers have expressed their satisfaction with the current service they receive and are therefore likely to find this detrimental.</p>
Sexual orientation	No	No	
Religion or belief	No	No	
Caring responsibilities	Yes	Yes	<p>Although the customer group concerned do not generally have caring responsibilities, many of them are supported by family and carers. Therefore people with caring responsibilities could be impacted as the purpose of many of these services is to provide respite and carer break which enables the carer to continue to provide support and to live their own life e.g. working etc. Depending on the governance of the LATCO it could be perceived as positive as some models can provide the opportunity for more involvement in the operation of the organisation by customers. Also the new service may be able to offer new and</p>

			<p>more flexible services to customers and would be working towards being delivered at a more affordable price. In addition, the services would be more sustainable offering better security to customers in the future.</p> <p>Setting up a LATCO may be concerning to some people as it is something which they are not familiar with and therefore seems uncertain and risky. The majority of customers and their carers have expressed their satisfaction with the current service they receive and are therefore likely to find this detrimental.</p>
Pregnancy or maternity	No	No	
Marriage or civil partnership	No	No	

**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.**

<b>General Public Sector Equality Duties</b>	<b>Relevance (Yes/No)</b>	<b>Reason for the relevance</b>
Need to eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010	No	
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	People with protected characteristics are supported to maximise their life opportunities and independence and maintain their health and wellbeing. The proposed vision for the LATCO focuses on maximising opportunities for people with disabilities, older people and carers, developing new and more flexible services and encouraging improved wellbeing and increased independence.
Need to foster good relations between people who share a protected characteristic and those who do not (eg. by tackling prejudice or promoting understanding)	No	

**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.**

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#### **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.)

<b>Details of the equality information or engagement</b>	<b>Internet link if published</b>	<b>Date last updated</b>
<a href="#">Customer demographics</a>		2013
<a href="#">Feedback from staff and customers – briefing packs and sessions conducted during July/August 2014</a>		August 2014
<a href="#">Staff demographics</a>		August 2014
<a href="#">Options Appraisal</a>		
<a href="#">Case Studies of Alternative Delivery Models</a>		
<a href="#">Feedback from road shows for staff and customers</a>		November 2014

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



Now that a preferred option has been identified specialist consultancy support can be arranged to reduce gaps in knowledge/expertise. Specific research into the LATCO model can now be undertaken.

## 5. CONCLUSIONS OF THE EQUALITY ANALYSIS

<p><b>What will the likely overall effect of your policy/service plan be on equality?</b></p>	<p>Positive – people with protected characteristics who use the services would have a more secure future in terms of the service they receive continuing and developing. Depending on how this is set up it could also give people who use services the opportunity to be more engaged in how the organisation operates and develops services.</p>
<p><b>If you identified any negative effects (see questions 3a) or discrimination what measures have you put in place to remove or mitigate them?</b></p>	<p>Much of the negative impact is centred around unfamiliarity with the LATCO model and the uncertainty and risks the change will involve. Mitigation of negative effects will be considered as part of the detailed work for the preferred option and will need to include good communication with and reassurance to customers.</p>
<p><b>Have you identified any further ways that you can advance equality of opportunity and/or foster good relations? If so, please give details.</b></p>	
<p><b>What steps do you intend to take now in respect of the implementation of your policy/service plan?</b></p>	<p>A report will be considered by Cabinet 14 January 2015 and will seek confirmation of LATCO as the preferred model. A detailed business plan will then be developed for presentation back to Cabinet 8 April 2015. If this is signed off then the organisation will move into shadow form and a transition period before formally going live.</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.**

**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](mailto:equality@bury.gov.uk)) FOR PUBLICATION.**