

Equality Impact Assessment Toolkit (January 2021)

Section 1: Your details

EIA lead Officer: Simon Garner, Lead Commissioner - All Age Independence

Email address: simongarner@wirral.gov.uk

Head of Section: Graham Hodgkinson, Director of Care and Health

Chief Officer: Graham Hodgkinson, Director of Care and Health

Directorate: Health and Care

Date: 4th February 2021

Section 2: What Council proposal is being assessed?

The Council has commenced the formal budget process to set a balanced and sustainable budget for 2021 to 2022.

The Council have formally commenced consultation on the budget in relation to the Contract for Day Services for People with a Learning Disability, with the intention of removing an over contract spend amounting to £0.5m. This will be used to set the annual contract value in line with the budget allocation to social care a value of £5.015m for 2021 to 2022.

The Council has a responsibility to ensure that public money is used to deliver cost-effective sustainable outcomes. Commissioned services must provide value for money and deliver good outcomes for residents.

It is good practice for the residents of Wirral to have their say on budget proposals therefore the proposal to remove an over contract spend amounting to £0.5m will go to public consultation. It is imperative that the Council works in partnership with Wirral Evolutions and people who access their services and their family members throughout the consultation period.

Section 2a: Will this EIA be submitted to a Committee meeting? Yes

Yes / No If 'yes' please state which meeting and what date

Policy and Resources Committee 17th February 2021

Hyperlink to where your EIA is/will be published on the Council's website

<https://democracy.wirral.gov.uk/ecCatDisplay.aspx?sch=doc&cat=13797>

<https://www.wirral.gov.uk/communities-and-neighbourhoods/equality-impact-assessments>

Section 3: Does the proposal have the potential to affect..... (please tick relevant boxes)

- Services**
- The workforce**
- Communities**
- Other** (please state eg: Partners, Private Sector, Voluntary & Community Sector)

If you have ticked one or more of above, please go to section 4.

- None** (please stop here and email this form to your Chief Officer who needs to email it to engage@wirral.gov.uk for publishing)

Section 4:

Could the proposal have a positive or negative impact on any protected groups (age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation)?

You may also want to consider socio-economic status of individuals.

Please list in the table below and include actions required to mitigate any potential negative impact.

| Which group(s) of people could be affected | Potential positive or negative impact | Action required to mitigate any potential negative impact | Lead person | Timescale | Resource implications |
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| <p>People with a Learning Disability who currently access Wirral Evolutions or may access the service in the future.</p> | <p>Impact 1 - Potential redesign of Wirral Evolutions service will bring change which will affect those people who access the service. Change can bring positive new approaches and experiences for service delivery; however, the process of change can impact negatively for some people with a learning disability. Some people who access the service may be more affected</p> | <p>Wirral Evolutions to manage change of service redesign at safe pace, and in partnership with people who access the service and their Carers and families.</p> <p>A period of consultation will be required with people who access the services and their families.</p> <p>Wirral Evolutions would lead the redesign in partnership with people who access their services, and with the support from Wirral Council.</p> <p>Social Workers can offer support where required for families.</p> <p>Wirral Evolutions will support vulnerable people</p> | <p>Simon Garner Lead Commissioner - All Age Independence Wirral Council</p> <p>Jean Stephens, Wirral Evolutions Managing Director</p> | <p>Ongoing</p> | <p>Wirral Evolutions Management will lead the service redesign.</p> <p>Wirral Council Project Board members can offer support to Wirral Evolutions management.</p> <p>Wirral Council commissioning officers can offer support to Wirral Evolutions management.</p> |

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| | <p>by the change than others, and additional support will be tailored for individuals affected.</p> <p>Impact 2 – Wirral Evolutions are restructuring the workforce. There may be some staff changes which would have an impact upon those people who access the service as will bring change of new staff/roles.</p> | <p>throughout the change period and ensure the new Day service meet the needs of People with a Learning Disability and their families who live in Wirral.</p> <p>Wirral Evolutions will engage with support and advocacy groups where appropriate to offer support to those people who are affected by the change.</p> <p>Wirral Evolutions will develop a communication plan to ensure that their consultation and engagement communications are tailored to their stakeholders, including advice and guidance is accessible by protected groups in a format that suits their needs.</p> <p>Project plan will be developed by Wirral Evolutions to include their timescales to implement the service redesign and meet with the Council regularly progress and any issues that require support for the organisation or people who access their service can be put in place.</p> | | | <p>Additional Support services can be referred where required to support individuals and their families throughout the change period.</p> |
| <p>Carers/Relatives of People who access the service - which will include members of protected groups.</p> | <p>Impact 1 - Potential redesign of Wirral Evolutions service will bring change which will affect the families of those people who access the service. This may create additional stress to Carers/families who are experiencing the</p> | <p>Wirral Evolutions to send communications briefings for families of individuals who access services in a format that is suitable for them.</p> <p>Ensure Carers and families are offered support from Wirral Evolutions or additional support services whilst going through the change period of the service redesign.</p> <p>Provide support with online meetings to maximise attendance of those families who wish</p> | <p>Simon Garner Lead Commissioner - All Age Independence Wirral Council</p> <p>Jean Stephens, Wirral Evolutions</p> | <p>Ongoing</p> | <p>Wirral Evolutions Management will lead the service redesign and discussions with families.</p> <p>Wirral Council commissioning officers can offer support to Wirral</p> |

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| | <p>change and service redesign process.</p> <p>Impact 2 – Wirral Evolutions are restructuring the workforce. There may be some staff changes which would have an impact upon families of those people who access the service as will bring change of new staff/roles.</p> | <p>to attend engagement meetings online to discuss the change activities and service redesign.</p> | <p>Managing Director</p> | | <p>Evolutions management.</p> <p>Additional Support services can be referred where required to support individuals and their families throughout the change period.</p> |
| <p>Wirral Evolutions Workforce which will include members of protected groups.</p> | <p>Impact 1 – Staff will be affected by the restructure and redesign of service. Some staff may be affected more than others, and appropriate support can be put in place by the employer Wirral Evolutions.</p> <p>However, at this stage of the proposal, it is not possible to identify the potential implications this may have on individual employees. Once considerations have</p> | <p>Work in partnership with Trade Union Officials.</p> <p>Staff consultation sessions to discuss options with staff.</p> <p>Provide additional support to those staff who are directly affected by the restructure.</p> <p>Wirral Council Human Resources and Legal Departments can offer support to Wirral Evolutions management to support the steps of the restructure.</p> | <p>Simon Garner Lead Commissioner - All Age Independence Wirral Council</p> <p>Jean Stephens, Wirral Evolutions Managing Director</p> | <p>Ongoing</p> | <p>Wirral Evolutions holding Trade Union Official Meetings.</p> <p>Wirral Evolutions Staff Group Team Meetings.</p> <p>Wirral Evolutions Staff one to one meetings.</p> |

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| | <p>been further progressed, we will undertake an audit of employees directly affected and take account of any impact associated to protected characteristics.</p> <p>Any adverse impact on employees protected characteristics is unintentional and employees will be supported through the consultation process.</p> | | | | |
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Section 4a: Where and how will the above actions be monitored?

Wirral Evolutions Staff and Management Team Meetings.

Wirral Evolutions will report monthly to Wirral Council Project Team.

Wirral Evolutions will report monthly at Commissioning Meetings with the Council.

Wirral Evolutions will hold Service User and Family Engagement Events to collect feedback.

Section 4b: If you think there is no negative impact, what is your reasoning behind this?

£0.5M savings from Wirral Evolutions operating costs will have an impact upon their organisation.

The organisation is looking at the best ways to make the £0.5M savings from their workforce and operational service design.

Section 5: What research / data / information have you used in support of this process?

Wirral Council Commissioning Officers have been meeting regularly with Wirral Evolutions management to discuss the identified budget savings of £0.5M.

Wirral Evolutions have been engaging with their staff about the potential staffing restructure.

Once a decision had been made in relation to the £0.5M Budget savings Wirral Evolutions will engage and consult with staff and people who access their service and their families.

Section 6: Are you intending to carry out any consultation with regard to this Council proposal?

Yes

If 'yes' please continue to section 7.

If 'no' please state your reason(s) why:

(please stop here and email this form to your Chief Officer who needs to email it to engage@wirral.gov.uk for publishing)

Section 7: How will consultation take place and by when?

Budget Consultation Period from December 2020 to January 2021.

Once the decision has been made in relation to the Budget Consultation Period, then if the £0.5M is supported by the Policy and Resource Committee and then Full Council in March 2021 then further consultation would be required by Wirral Evolutions to consult with their staff and people who access their service and their families.

Wirral Evolutions has commenced staff consultation in January 2021.

Before you complete your consultation, please email your preliminary EIA to engage@wirral.gov.uk via your Chief Officer in order for the Council to ensure it is meeting it's legal publishing requirements. The EIA will need to be published with a note saying we are awaiting outcomes from a consultation exercise.

Once you have completed your consultation, please review your actions in section 4. Then email this form to your Chief Officer who needs to email it to engage@wirral.gov.uk for publishing.

Section 8: Have you remembered to:

- a) **Select appropriate directorate hyperlink to where your EIA is/will be published** (section 2a)
- b) **Include any potential positive impacts as well as negative impacts?** (section 4)
- c) **Send this EIA to engage@wirral.gov.uk via your Chief Officer?**
- d) **Review section 4 once consultation has taken place and sent your updated EIA to engage@wirral.gov.uk via your Chief Officer for re-publishing?**