

Equality Impact Assessment Toolkit (January 2021)

Section 1: Your details

EIA Lead Officer: Jayne Marshall

Email address: jaynemarshall@wirral.gov.uk

Head of Section: Jason Oxley

Chief Officer: Graham Hodgkinson

Directorate: Adult Care and Health

Date: 26 August 2021

Section 2: What Council proposal is being assessed?

Shared Lives Scheme (in-house) – Shared Lives is a housing with care and support model provided by individuals, couples and families in their own homes who have been approved and trained for that role. An individual will live with a Shared Lives carer as part of their daily living arrangements within the carers home. Shared Lives Carers can provide support either within or outside of the home of the carer.

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

Yes

Adults Social Care & Public Health Committee 23rd Sept 2021

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

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

Section 3: Does the proposal have the potential to affect

- 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
All groups	We realise that some service users and carers may not have English as a first language and/or have other communication needs	We will ensure that all materials are available in different languages and formats upon request and within a reasonable timeframe. This may be part of a person's care assessment.	Social Worker	Ongoing	We have a contract for translation and interpretation through Procurement.
All groups	Chosen model will be inclusive of the needs of all groups. This will encompass care assessment up to placement and delivery of the service – the service will take individual need into account and be outcome led with a personalised package which will take Protected Characteristics under the Equality Act 2010 and our duty under Public Sector Equality Duty.	Service will be regularly monitored through Council regulatory processes for staff and service delivery. Service users will have regular service reviews which will react to any change in need or circumstances.	Social Workers and Commissioning, Contracts and Quality Teams.	Ongoing	From staffing levels.

All groups – carers	Carers will be classed as self employed but will have access to Council training packages. Comprehensive induction is provided to Carers on Shared Lives. Personal development plans will be produced, and Carers will be subject to annual appraisal to ensure we meet Care Quality Commission (CQC) regulatory framework. Carers will be regularly assessed, and bespoke support given. This will include any support around equality issues.	This will ensure the service is regulated and is fit for purpose and ensure Council meets Public Sector Equality Duty (PSED) on an ongoing basis.	Commissioning, Contracts and Quality Assurance.	Ongoing	From staffing levels
Staff	Staff will be recruited within the Council’s recruitment policy and procedure, which adheres to a fair and transparent process in line with the relevant legislation. All staff will have access to the Council’s mandatory training package and also any bespoke training, as part of regular supervision, appraisal, and personal development plans.	This will ensure all staff are recruited in line with relevant process and procedure and will support an equitable process.	Contracts, Commissioning and Quality Assurance, supported by Wirral Council HR Business Partner.	Ongoing	Outlines in Adult Social Care and Public Health Committee report of 23 September 2021.

Section 4a: Where and how will the above actions be monitored?

Monitoring of the service will take place on a regular basis as part of the Council's contract management process. Individual placements will also be subject to review.

This is a developing proposal and equality implications will be considered once they are known. This document will be reviewed throughout the life cycle of the service.

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

N/A

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

Research throughout the local region with some benchmarking.

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

Yes (see section 7)

(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?

An accessible consultation exercise will commence once we have Committee approval to develop the project.

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?**