

# Equality Impact Assessment

## Section 1: Your details

(1.1) Department: **Department of Adult Social Services (D.A.S.S.)**

(1.2) Division: **Direct Locality Services – Mental Health**

(1.3) Assessment Lead: **Debbie Broster and Julie Humphreys**

(1.4) Telephone:

(1.5) Email:

(1.6) who else will be involved in the process? (See guidance note 1)

**Tony Excell, Aidan Pollitt, Chris Mann and front line staff based at Beaconsfield Court.**

(1.7) Please sign & date this form ...*Julie Humphreys*. (Signed) 12 October 2010 (Date)

### Guidance Note 1:

**For Initial EIA's it is best practice to involve the service / function manager, equality and diversity lead(s) and relevant frontline staff.**

**For Full EIA's it is best practice to involve the service / function manager, equality and diversity lead(s), relevant frontline staff, customers, appropriate external agencies, and the voluntary and community sector**

## Section 2: What is to be assessed?

(2.1) Name of service / function / project / strategy / policy to be assessed (see guidance Note 2)

**The Service is Called BEST sandwich service which is staffed by Volunteers receiving Services from Department Of Adult Social Services.**

**The function of the service:** To deliver Social Care Outcomes through participation in a successful Social Enterprise in the form of a Café, Buffet and sandwich delivery service.

To promote equality and diversity for people from all community groups to have the same rights as anyone in experiencing employment opportunities regardless of race, culture, religion, gender, sexual orientation or Disability. An Equality Impact Assessment will enhance this aim

(2.2) is this a new or existing service / function / project / strategy / policy? (Please state)

Social Care is delivered to users of services in a variety of therapeutic ways. Participation in a sheltered employment setting promotes mental well being, develops confidence and promotes employment opportunities. The **existing service** of providing Sandwich delivery and Buffets will move from Beaconsfield Court, a mental health service, to **expand into Willow bank, a Housing 21** initiative that will also provide hot meals in a café environment.

(2.3) which equality impact assessment are you completing?

Full - Yes

### Guidance Note 2:

**Service = your department / service area and its employees**

**Functions = your department / service area's activities**

**Projects = your department / service area's work programmes**

**Strategy = a plan of action intended to accomplish a specific goal**

**Policy = a plan of action to influence and determine decisions, actions and other matters**

**Procedure = a series of steps taken to implement a policy**

### Section 3: Let's do the Initial Equality Impact Assessment

3.1 Could a particular group of people be affected differently in either a negative or positive way by the service / function / project / strategy / policy?

Equality Group	Positive Impact (benefits)  Please number each one	Negative Impact (disadvantage)  Please number each one	Please rate each negative impact 'low', 'medium' or 'high'  See guidance note 3
Disabled People – Mental Health / Learning Disability	<p>1. Users of the service experience activity that promotes mental well being in a valued role in the community.</p> <p>2. Disability services and Wirral Council Will be positively promoted through providing service to the community.</p> <p>3. The café will be based within an “extra care” housing project in Wallasey which is accessible to all and on a regular bus route.</p> <p>4. Well being will be promoted for disabled people and access to other services through Council staff if appropriate.</p> <p>5. Opportunities to experience work and training will be promoted. Longer term aim of accessing education or employment.</p> <p>6. Individuals of all</p>	<p>1. Limited placements will be available within the café area.</p> <p>2. Access to the service may be a problem for some disabled people. Consultation is needed.</p> <p>3. The change of location will mean a significant change to services currently operating under the Mental Health division. Consultation with users of the service is needed.</p> <p>4. There are no clear plans for creating a committee that will look at roles and responsibilities to ensure that users of the service manage the operation of the café.</p> <p>5. Limitations around staffing and resources may limit the achievements of the project.</p> <p>6. Loop systems and other aids to assist disabled people will need to be negotiated with Housing 21.</p>	<p>Low</p> <p>High</p> <p>High</p> <p>High</p> <p>Low</p> <p>Med</p>

	<p>abilities will have the opportunity to undertake tasks.</p> <p>7. Mentoring of others will be a progression route.</p> <p>8. Individuals will run the service with support from paid staff; this will ensure that the service and the Café meet the needs of the community.</p> <p>9. Progression into work will be IN partnership with other agencies.</p> <p>10. Staff member is trained to Level 3 British Sign Language.</p>		
Disabled People – Physical Disability / wheelchair users	1. Housing 21 is a new build and will conform to the Disability Discrimination Act 1995 in relation to building regulations.	<p>1. Limitations around staffing and resources may limit the achievements of the project</p> <p>We are unaware of the accessibility of the Café as this has yet to be built. Consultation is needed in case of any improvements that could be made prior to opening.</p>	High
Disabled People – Sensory impairments	1. Housing 21 is a new build and will conform to the Disability Discrimination Act 1995 in relation to building regulations	<p>2. We are unaware of the accessibility of the Café as this has yet to be built. Consultation is needed in case of any improvements that could be made prior to opening.</p> <p>3. needed in case of any improvements that could be made prior to opening.</p> <p>4. Consultation needed with Blind and Partially</p>	<p>High</p> <p>High</p>

		<p>sighted team (DASS) to look at décor that assists individuals with sensory impairments.</p> <p>5.Consultation with Housing 21 management team to discuss the possibility of BEST influencing décor to improve accessibility to the community.</p>	High
Lesbian, Gay & Bisexual People	<p>1.The service will be run according to Wirral Council's Equality Policies.</p> <p>2.The café will be open to the public.</p>	1.Limitations around staffing and resources may limit the achievements of the project	N/A
Women	<p>1.The service will be run according to Wirral Council's Equality Policies. The café will be open to the public.</p> <p>2.The café will be open to the public.</p>	1.Limitations around staffing and resources may limit the achievements of the project	N/A
Men	<p>1.The service will be run according to Wirral Council's Equality Policies. The café will be open to the public.</p> <p>2.The café will be open to the public.</p>	1.Limitations around staffing and resources may limit the achievements of the project	N/A
Transgender People	<p>1.The service will be run according to Wirral Council's Equality Policies.</p> <p>2.The café will be open to the public.</p>	1.Limitations around staffing and resources may limit the achievements of the project	Low
Black & Racial Minority People	1.The service will be run according to Wirral Council's	1.Black and racial groups are under represented in Wirral	High

<p>(please state which group)</p>	<p>Equality and Race and Culture Policies.</p> <p>2.The café will be open to the public.</p> <p>3.The environment will reflect a variety of cultures in its décor.</p> <p>4.Efforts will be made to determine what cultural and dietary needs there are in within the Extra Care housing scheme and the wider community.</p> <p>5.Promotional material will target various segments of the community to attract use of the service.</p> <p>6.Service will publicise a willingness to cater for cultural, religious and dietary requirements when required.</p>	<p>and BEST will need to develop links with community groups to develop a service that is totally inclusive.</p> <p>2.Offering information suitable for a variety of community groups may be expensive for a new business.</p> <p>3. Limitations around staffing and resources may limit the achievements of the project.</p>	<p>Low</p> <p>low</p>
<p>Older People (60+)</p>	<p>1.The café is based within “Extra Care” housing and will specifically take into account the dietary needs of elderly people.</p> <p>2.Café is open to the public and on a regular bus route. Efforts will be made to consult older people living in the Extra Care Housing scheme, as well as the wider community around issues such as: Opening times, size of portions,</p>	<p>1.We are unsure as to the availability of Loop System- consultation with Housing 21 / Wirral council will need to be consulted</p>	<p>High</p>

	pricing, delivery of the service and extra activity that we can provide to assist community activities.		
Younger People (17-25) and Children Both male or female	1.Provision will be made for younger people by providing modest activity (colouring in pages, toys).	2.We are unsure of the availability of High Chairs. Liaison with Housing 21 required.	High
Religious / Faith Groups	1.The service will be run according to Wirral Council's Equality Policies. The café will be open to the public.  2.The café will be open to the public.  3.Service will publicise a willingness to cater for cultural, religious and dietary requirements when required.	1.Lack of knowledge around what needs to be provided to ensure that religious and faith groups are able to access the café.	High
Other excluded groups (please state)			

**Note: If you have rated any negative impact(s) as 'High' please go straight to Section 4 to complete a full assessment.**

**Note: If you have rated any negative impact as 'Low' or 'Medium please complete the rest of this section on pages 9 and 10.**

### **Guidance Note 3: How to assess negative impacts**

**Low = It is not discriminatory according to current legislation. However, it might not be seen as being in line with best practice.**

**Medium = It is not discriminatory according to current legislation. However, it is not in line with the council's Corporate Equality Policy and/or Strategy**

**High = It is discriminatory according to current anti-discrimination legislation (i.e. it is unlawful), and therefore contravenes the council's Equality Policy**



**3.2 Please list below any actions that you plan to take as a result of any negative impact**

<b>Low or medium negative impact</b>	<b>Action required to remove or minimise the impact</b>	<b>Lead person</b>	<b>Timescale</b>	<b>Resource implications</b>	<b>Any other comments</b>

**3.3 Could you improve the positive impact(s)? Please explain how**

**3.4 If you have identified no negative impact, then please explain how you reached that decision**

**Thank you for completing the initial assessment**

**Please note that the lead assessment person is responsible for ensuring the actions on pages 9 and 10 are incorporated into your departmental plan.**

**Section 4: Now let's do the Full Equality Impact Assessment (only to be completed if any negative impact was identified as 'high')**

**4.1 Looking back at pages 7 & 8, in which equality areas are there concerns?**

- Disability
- Sexual Orientation
- Gender
- Race
- Age
- Religion & Faith

**4.2 Please summarise the negative impact (s)**

**4.3 What consultation has taken place with local people / groups in order to complete this full EIA?**

**Consultation questionnaires have been distributed to Local Services and existing customers of the sandwich delivery service to determine interest in participating in Willowbank café and preferences around menu.**

**4.4 What consultation has taken place with Wirral Council staff / members / those we work in partnership with / those we contract with in order to complete this full EIA?**

**4.5 What equality group research / studies / reports have you referred to in order to complete this full EIA?**

**4.6 What monitoring / evaluation process do you use to collect equality group data (quantitative and qualitative)?**

**4.7 Please list below any actions that you plan to take as a result of this full equality impact assessment**

<b>High Negative Impact</b>	<b>Action to be taken</b>	<b>Lead person</b>	<b>Timescale</b>	<b>Resource implications</b>	<b>Any other comments</b>
Access to the service may be a problem for some disabled people. Consultation is needed					
There are no clear plans for creating a committee that will look at roles and responsibilities to ensure that users of the service manage the operation of the café					
We are unaware of the accessibility of the Café as this has yet to be built. Consultation is needed in case of any improvements that could be made prior to opening.					
Consultation needed with Blind and Partially sighted team (DASS) to look at décor that assists individuals with					

sensory impairments.					
5.Consultation with Housing 21 management team to discuss the possibility of BEST influencing décor to improve accessibility to the community.					

**Thank you for completing the full assessment**

**Please note that the lead assessment person is responsible for ensuring the above actions are incorporated into your departmental plan.**