

Title/Subject: Review of Day Services (Younger Adults)
Meeting: Integration Joint Board
Date: 16 June 2016
Submitted By: Head of Service, Social Work Adult Services
Action: For Decision

1. INTRODUCTION

- 1.1 The purpose of this report is to seek agreement to support the development and modernisation of day services for younger adults (aged 18-65). The partnership recognises and are committed to supporting adults with a learning disability and physical disability achieve better personal outcomes which are person centred in their approach and meet the individual need of the service user and carer.

2. RECOMMENDATION

The Integration Joint Board is asked to:

- 2.2 approve the development of a vision for future day services for people with learning and physical disabilities in Falkirk, following the guidelines and principles set out at sections 4.1 and 4.2 below
- 2.3 note that a further report will be presented to a future meeting of the IJB detailing progress and implementation planning.

3. BACKGROUND

- 3.1 The purpose of all day support funded by Social Work Adult Services will be to enable independent living. Independent living means all people with a disability have the same freedom, choice, dignity and control as other citizens at home, at work and in the community. It does not necessarily mean living by yourself or fending for yourself. It means having the right to practical assistance and support to participate in society and live an ordinary life. In practice, this means supporting people in four primary areas of their life:

- Education
- Employment
- Community Engagement (friendships)
- Sport & Leisure

3.2 In Scotland the main legislative, policy and demographic drivers for change are as follows:

- Self-Directed Support – giving everyone the right to have direct control over how they would like to see their care package being managed. In essence it is giving adults with disabilities the opportunity to leave mainstream services and pursue alternatives whilst empowering the service user to have more choice, control and flexibility over their personal budget allocated to them
- Health and Social Care Integration – The Joint Strategic Plan
- The Same as You (2000) - which as the precursor to contemporary national policy set the strategic direction for transformational change in support for people with learning disabilities
- Keys to Life (2013) – 10 year strategy with 52 recommendations for adults with Learning Disabilities
- A Fairer Scotland for Disabled People - Our Delivery Plan to 2021 for the United Nations Convention on the Rights of Persons with Disabilities
- Talking Points – personal outcomes approach brings co-production into everyday interactions with individuals using negotiation and decision making based on what's important to the person whilst taking all the perspectives of the key players
- Demographic trends estimating that numbers of people with learning disabilities and physical disabilities are set to rise, along with a rising age profile of carers
- Changing expectations of service users and their carers

The common thread woven through all of the above policies is a vision of independent living in which disabled people can live the life they choose, participating equally alongside other citizens in their families, communities, workplaces and wider society, with the support they need.

3.3 In Falkirk day services provided in day centres form a key component of the support and services currently offered to people with disabilities. In order to deliver policy and legislative ambitions and the aspirations of present and future service users and their families it is necessary to modernise day service provision. The requirement to make change and deliver Best Value within reducing financial resources forms part of the context, as does the need for financial models which can track change emerging from Self Directed Support implementation. Currently there are three registered day services for adults with learning disabilities located in Camelon, Bainsford and Grangemouth, and one registered day service for adults with physical disabilities located at Dundas Resource Centre. All these services

operate Monday to Friday from 8.30am – 4.30pm. Transport is provided to the majority of people who attend the centres.

- 3.4 Bainsford Day Service primarily support service users with Profound Multiple Learning Disabilities who have been assessed as a critical or substantial level of need. The staffing level is approximately 30 staff per day and is divided into 5 areas which are staffed accordingly. The areas were created to enable and support adults with particular care needs to have personalised quiet areas to minimise individuals becoming distressed. The service supports an estimated 50 service users each day.
- 3.5 Oswald Avenue is situated in Grangemouth. It has a Community Café and encourages the community and third sector to use the establishment in partnership with them. The majority of service users are currently assessed as having substantial or moderate needs. There are approximately 45/50 service users each day. The staff team comprises of 16.5 staff daily.
- 3.6 Camelon Cottage is a smaller building and only 12 service users attend daily. This service provides day opportunities to those assessed as having moderate to substantial need. Approximately 50% of these users travel independently to the service. The staff team consists of 3.5 staff daily. The service is person centred in its approach and outcome focussed in assisting service users to learn new skills to allow them to live independently or work towards this goal.
- 3.7 Dundas Resource Centre supports adults with a physical disability. Most service users have been assessed as having a substantial to critical level of need. There is an average of 35 service users each day and a staff team of 13.5 each day. The service has established relationships with health colleagues, working specifically with REACH to implement and support reablement. The Physiotherapist holds a fortnightly clinic and assessments are completed and trained day service staff support users to complete their programmes. The Multiple Sclerosis Specialist Nurse holds a clinic every three weeks onsite for service users and members of the community to use as a drop in facility.
- 3.8 National and devolved government expect local agencies to place a priority on the development of personalised, individual tailored services that promote choice, social integration and independence in order to enable people to lead a full life within their local community.

4. MODERNISATION OF DAY SERVICES REVIEW

- 4.1 It is now necessary for Falkirk Health and Social Care Partnership to develop and articulate a clear vision for future day services for people with learning and physical disabilities in the area. This vision should be developed with people affected by its implementation. In line with current public policy and the strategic aims of the Intregation Joint Board, it should focus on achieving personal outcomes and

people being able to have choice, control and flexibility in how they are supported to spend their days. It should also articulate that the main focus of support is to enable people to be more independent and be active and contributing members of their communities.

4.2 It is essential that the work undertaken as part of the review of existing services demonstrates commitment to the following principles:

- It is proposed that the vision for the Modernisation of Day Services Review is one of a full and flexible service. This will mean increased opportunities for activities in the evening as well as weekends and a service which fully meets the needs of each individual and their carer
- A person centred approach is in place
- Service Users will be reassessed under the new Eligibility Criteria, which is currently being developed, and their package of care and support developed in line with their eligible need
- Modernisation of Day Services and new services will be flexible enough to meet the current and future needs of all service users including those with a profound and multiple learning disability
- A variety of real community based activities will be developed to enable people with learning disabilities and physical disabilities to develop their skills and potential
- Services will be culturally appropriate, inclusive and will be integrated with services in the Community
- There will be partnership working between local authority, NHS, all public sector agencies including independent and voluntary sector organisations to support working with younger people with disabilities and give opportunities to support carers, families and advocates
- Resources will be targeted equitably and fairly within existing budgets. This will include achieving the identified £230k budget saving which has been agreed for 2017/18.

5. CONSULTATIONS

5.1 In February 2017, Social Work Adult Services commissioned In-Control Scotland to work with the service on consultation with stakeholders around modernisation of day services, drawing upon their knowledge and expertise of effective consultation in other local authority areas where day services have been reviewed. A series of consultation meetings and feedback events have been externally facilitated by In-Control Scotland, in conjunction with staff of the Social Work Adult Service.

5.2 The first part of consultation and engagement was held in March and this was delivered over 6 sessions held over three days/evenings. Questionnaires and letters were sent out to over 500 citizens including Community Care Teams, Advocacy, Private Providers, Third Sector and Care Inspectorate. We recognise that to modernise our in house services it is crucial that service users, families and carers are fully consulted and communicated with at all times. Co-production enables the service user to be at the heart of everything that we do enabling and empowering them to be more independent. During these events there was a series of questions which were asked and facilitators recorded and captured dialogue between stakeholders and participants. The report of these sessions is attached as Appendix 1 for information.

5.3 A primary aim of the consultation has been to be open and transparent and to encourage dialogue and participation. Three further engagement events were held on Friday 26th May to provide feedback to service users, parents and carers and to discuss the next steps in the review process. The feedback reflected the views of participants and is presented in detail in the report at Appendix 1. Key messages around what people value were:

- People who currently attend day centres and their family members highly value the support they get from day services, including the opportunity to have a break from each other and having a 'back up' – knowing there is somewhere to go as a contingency
- People highly value feeling safe, getting out and about, making and meeting friends and peers and being able to access other support including therapies. Focusing on the opportunities for redesign to provide better outcomes to present and future service users.

The above considerations are captured in what works well and what doesn't work so well summary in Appendix 1.

5.4 Participants were also asked to discuss how we make our services more sustainable for the future. Participants' responses are detailed in Appendix 1, and included seeking to work better in partnership, exploring income generation through enterprise activity and reduction in the number of day centre buildings.

5.5 Consultation has also taken place with staff in May to explore and discuss modernisation of our current services and the way forward. A workshop was held in partnership with Falkirk Community Trust to explore the use of our community based facilities whilst acknowledging the need to implement fully accessible 'Changing Places toilets' with the right equipment, space and environment to enable people with higher levels of disability to use the toilets safely and comfortably.

5.6 To enable and support the modernisation of day opportunities the service has agreed a Community Care Worker (CCW) to work alongside day service staff,

service users, families and carers. This CCW will be based in the day service and begin to work with service users to reassess their level of need and look at other alternative day opportunities which are community based. This will be supported by day service staff to ensure that all support strategies are established to minimise any risk and to ensure a positive experience to the service user.

6. CONCLUSIONS

6.1 The Summary of Consultation / Feedback report highlights the need for:

- changes, development and modernisation of the existing day services to embody the key elements of the existing service that people who got involved in the consultation value most
- acknowledgement that a move from centre building based support to support in the community would initially prove more difficult for some people than for others
- recognition that changes to models for delivery of services and support must be made at a scale and pace which is sensitive to the needs of stakeholders, with some people potentially seeing positive change for themselves only once this has been successfully achieved and demonstrated for others.

The aim is that all day opportunities will be equally open to all people with disabilities including those with complex and profound disabilities and with behaviours labelled as challenging. This will be achieved by facilitating person centred support planning and encouraging personal choice, control and flexibility in how people choose to achieve their goals and personal outcomes. We recognise that each person will contribute to and use community resources and opportunities differently and that everyone's support plan will be unique and a reflection of their own abilities, circumstances and aspiration.

Resource Implications

The review will be completed within existing resources. The IJB will note there is a budget saving target to be met within 2017/2018 and a future report will be presented.

Impact on IJB Outcomes and Priorities

Partnership investment aligns and contributes directly towards local outcomes. As stated in the Strategic Plan Falkirk Citizens will to be part of their local community regardless of their individual need or disability.

Legal & Risk Implications

No legal issues have been identified to the IJB.

Consultation

Participation and engagement is required with all service users/carers and stakeholders in the development and modernisation of day services and day opportunities for adults with disabilities. The consultation process has been described within the report.

Equalities Assessment

A full Equalities and Poverty Impact Assessment has been completed but will continue to be updated as the modernisation of our services develops. This is attached at Appendix 2 for information.

Approved for Submission by: Joe McElholm, Head of Social Work Adult Service

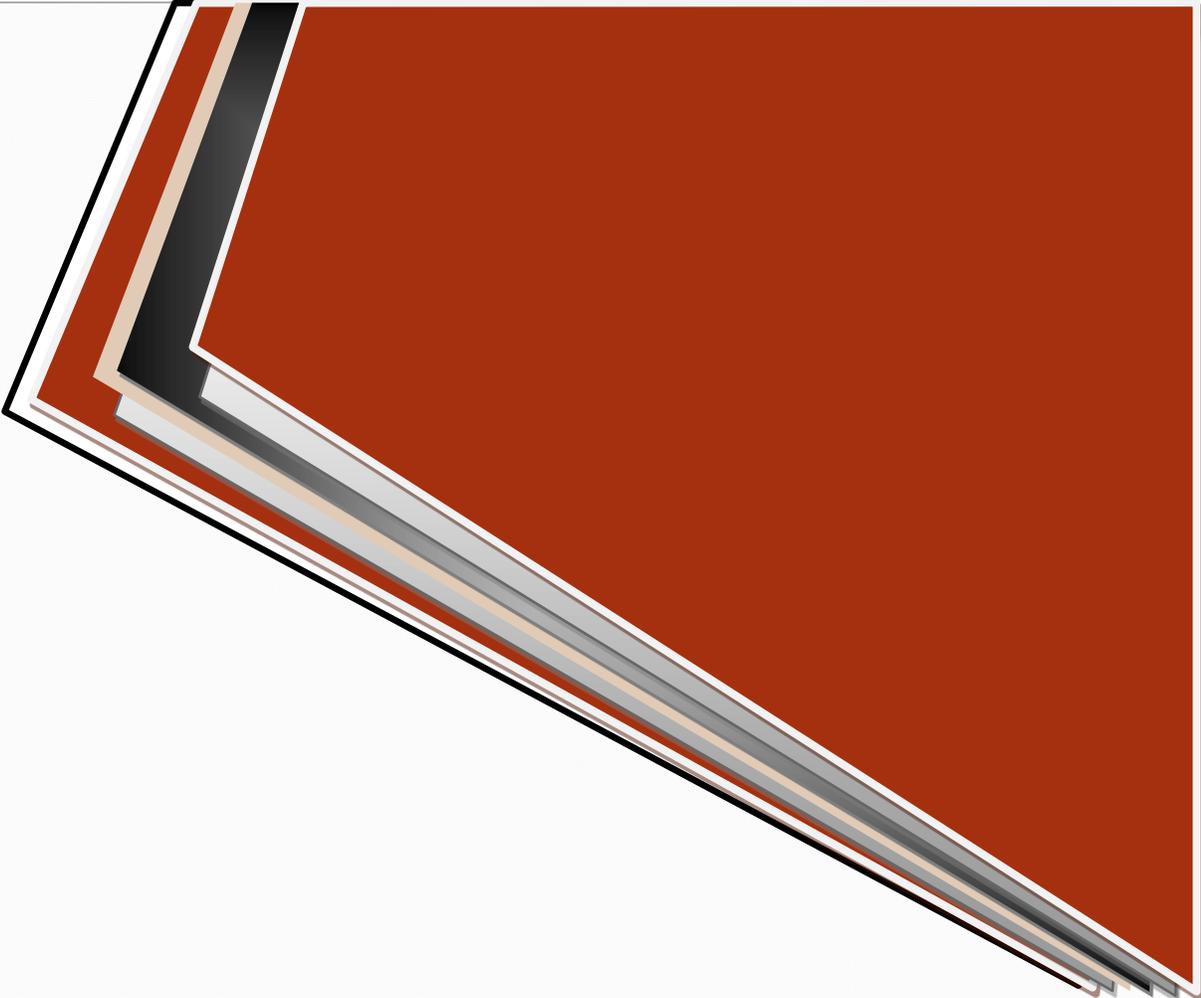
Author – Nikki Harvey, Service Manager

Date: 7 June 2017

List of Background Papers:

Appendix 1: Summary of Consultation Feedback / Modernisation of Day Services – March 2017

Appendix 2: Equality and Poverty Impact Assessment



SUMMARY OF
Consultation

Feedback

'Modernisation of day services'



Falkirk
Health and Social Care
Partnership



Background and introduction

In March 2017, Falkirk Health and Social Care Partnership invited people with an interest in the future of day services for people with a learning or physical disability to a series of open meetings.

The purpose of these meetings was to capture thoughts and ideas about the future and modernization of day service provision in the Falkirk area.

A total of six meetings of 1.5 hours each were held in different locations across the authority and these were attended by more than 76 people in total. People with a range of interests in the future of day services attended these meetings, though the greatest number were parents, carers or siblings of people attending the current day services.

At each meeting, those in attendance were asked, in small groups, to answer 5 questions about their views about day services.

The responses of people at these events were captured on flipchart by Falkirk Health and Social Care Partnership staff, who facilitated discussions of the groups to ensure everyone got a chance to express their views.

The following report provides a summary of the views expressed in the consultation along with some sample quotes which are reflective of what was said in the groups.

The questions we asked:

What matters to me as a service user / parent/carer?

What helps me stay as well as I can be as a service user/parent/carer day?

What day opportunities and support do I want, which can meet my needs as a service user / parent/carer?

What can services do better?

How do we make our services more sustainable for the future?

What matters to me as a service user/carer/parent?

The majority of the people who got involved in the consultation said that the day centre is a very important service for them and is something they rely on. Service users, parents and carers felt that the day centre is a safe place, where those attending are able to participate in day-to-day activities, develop and learn new skills, meet friends, interact with others and receive individual personal care and support from the people that know them well. There was a general feeling from people attending the centre that the opportunities provided, help them to progress and access other things which help them to become more independent.

Some of the main things that people said what matters most were :

- The company and opportunities to socialise; that there is a good mix of male and female service users and different age groups.
- Access to community services and activities provided through the centre
- The support network and information provided by the centre for parents and carers
- Many parents said that routine is very important to the majority of service users, and that staff at the centre are able to provide this really well due to their knowledge and experience of the people who attend
- Parents and carers need time on their own and the centre provides these 'respite' opportunities.
- The level of care service users receive from staff
- Life skills support and opportunities to learn and develop
- Interaction with other agencies, which ensures the physical and mental health well being of people

**Social
Interaction**

Independence

Confidence

Health & Wellbeing

Life Skills

Security

Friendship

Community

Respite

What helps me stay as well as I can be as a Service User/Parent/Carer?

Parents and carers commented that it was important for them to have time on their own to relax, get a break, or be able to work. Day services allow carers to do this knowing their loved ones were being cared for by people they trust in a safe environment.

Routine and structure was said to be important to many service users and that getting out and about and being involved in daily activities helps with their emotional wellbeing.

Those consulted mentioned the following that helped them to stay well:

- Keeping active - having a good choice of activities helps with this; physical exercise
- Feeling safe and secure with experienced staff
- Knowing there is a good back-up if a crisis arises
- Having a sense of purpose and a reason to get up
- Help with medication – including getting support from staff who are trained and able to support with administration
- Support in contacting health professionals
- Going out and about in the community
- Stability
- Interaction with other people, not feeling isolated or lonely
- Eating healthy
- Specialist care
- Job fulfilment
- If family member has a good day – we have a good day!
- Feeling valued

Trust

Work

Communication

Structure

Routine

Activities

Healthy Eating

Staff who know me

Exercise

Relaxation, time on own

What day opportunities and support do I want, which can meet my needs as a service user/parent/carer?

One of the strongest and most consistent messages from the consultation was that the current day centres provide an opportunity for both services users and parents/carers to get a break and spend time on their own. Service users said they enjoy spending time away from their parent/carer and the day centre provides an opportunity where they can spend time with friends or peers.

People said that day services should provide or offer the following opportunities, which would meet the needs of both service users and parent/carers:

- Stimulation through physical activities and spending time with friends
- Social interaction
- Outside activities
- Engagement with others
- Therapy and a variety of activities including gym facilities
- Getting a break from caring or from being at home – ‘respite’
- Support that allows people to have balance of their life commitments
- Social skills
- Opportunities to meet new friends with similar interests and similar age groups
- Basic life skills
- Parents forum
- Employment Support

Outside

Complex Care

Social Interaction

Parents forum

Healthy activities

Life skills

Employment support

Community Care Worker

What can services do better?

Many of the people involved in the consultation said that they thought that the current day services delivered a good, and vital, service. Some people described some aspects of the day services where there was room for improvement, as follows:

- Flexibility of opening times - could this be adapted to include support during evenings and weekends?
- More information and communication between parents/carers and the day service
- Having a greater mix of different services being available to suit different needs
- More activity to support people into employment
- Accessing community resources more
- Transport could improve – the times of travelling don't always suit
- Source more outside activities enabling people to spend more time in their own community
- Moving with the times, investing in technology and equipment, e.g. internet
- Learning and job seeking opportunities
- Facilities and activities for stimulating and motivating elderly service users who might have different or changing needs
- More 'respite' facilities

More flexibility

Mixture of services

Use of technology

Transport

Communication

More activities

Connections with Voluntary Services

Access to Community Resources

How do we make our services more sustainable for the future?

Many parents/carers and service users expressed concern about the potential closure of the day centres and what this would mean for them.

There was also an acknowledgement from some people that changes would need to happen in order to sustain services in the future. Some of the suggestions put forward by parents/carers and service users were:

- Research additional funding opportunities for support in partnership with voluntary sector, i.e., lottery funding
- Generate income from enterprise activity
- Reduction in the number of day centre buildings - consider sharing spaces and facilities with other services
- Using resources more suitably/efficiently
- In-house fund raising, i.e., car boot sales, self-funding cafe
- Renting out facilities to other groups to generate some extra income
- Hiring out transport bus to others
- Service Users making products to sell
- Sponsorship from local businesses
- Partnerships with like-minded services

Funding opportunities

Shared Buildings

Partnerships

Self-funding cafe

Joint budgets

Better use of transport

Sharing facilities and resources

Produce items to sell

Key messages from the consultation

Key messages were

- Both people who attend the current day centres and their family members highly value the support they get from accessing day services
- The chance both for people to have a break from each other– often described as ‘respite’ – was felt to be very important
- Having a back up, knowing that there is somewhere people can go as a contingency was also described as an important element of the current services

Other key messages from the consultation of things that were generally highly valued were:

- Feeling safe and confident in support
- Getting out and about
- Making and meeting friends and peers
- Being able to access other support including therapies

In other words:

What works well: is having something to do during the day, ‘respite’ for families, good relationships with staff, seeing friends, feeling safe and having somewhere to go, and access to health supports and therapies.

What doesn’t work as well:, not enough flexibility about when and what activities happen, the lack of real individual choice and control, not enough support for employment and real education, some concerns about communication and travel options

Challenges and recommendations

- Falkirk Health and Social Care Partnership needs to develop and articulate a clear vision for future day services for people with learning and physical disabilities in the area. This vision should be developed with people affected by its implementation. In line with current public policy and the strategic aims of the Integrated Joint Board, it should focus on achieving personal outcomes and people being able to have choice, control and flexibility in how they are supported to spend their days. It should also articulate that the main focus of support is to enable people to be more independent and be active and contributing members of their communities.
- Any changes, development and modernisation of the existing day services would need to embody the key elements of the existing service that people who got involved in the consultation value most. These are described in detail in earlier pages of this report
- The move from centre building based support to support in the community would initially prove more difficult for some people than for others. This change will require some different investment in the planning and implementation of support for individuals. Only once this has been successfully achieved and demonstrated for those were there is currently an impetus for change will others be able to recognise this as a potentially positive change for themselves.

Equality & Poverty Impact Assessment

SECTION ONE: ESSENTIAL INFORMATION

Service & Division:	Adult Services Social Work			Lead Officer: Name	Nikki Harvey	
	Day Service Provision for Younger Adults			Team:	Adult Services – Service Manager	
				Tel:	01324 -504022	
				Email:	Nikki.harvey@falkirk.gov.uk	
Proposal:	Modernisation of building based day services provision to younger adults with physical and learning disabilities.				Reference No. (if applicable):	
What is the Proposal?	Budget & Other Financial Decision	Policy (New or Change)		HR Policy & Practice		Change to Service Delivery / Service Design
	Yes	No		No		Yes
Who Does the Proposal Affect?	Service Users	Members of the Public	Employees	Job Applicants	Other, please specify:	
	Yes	No	Yes	No	Carers/families/Support Providers	
Identify the main aims and projected outcome of this proposal (please add date of each update):						
14/2/17	We recognise that our day services need to adapt and improve to ensure people's needs and outcomes are met in a person centred way. It is essential the resources of the Council as used efficiently and effectively as possible to ensure service users get the day opportunities they need. To enable the modernisation of our day supports whilst being aware of the current financial climate of the Council, we intend to carry out the following action plan. Information published on Citizen Space informing all services users/carers/parents and other bodies that consultation will take place surrounding three areas of review. These included Eligibility Criteria/Day Service Review for Younger Adults and Charging Policy.					
06/03/17	All letters sent out to services users/carers/parents which access the current day service provision. Letters/Emails also sent to all supporting providers/Care Inspectorate/Advocacy / Community Care Teams.					
16/03/17	Advert published in Falkirk Herald notification of Day Service Review and Consultation Events.					
20/03/17	Dundas Resource Centre, Grangemouth – Consultation 2.30pm - 4pm & 6pm – 7.30pm. Keith Etherington from In –Control Scotland facilitating all events. Both events were well attended by service users, parents and carers. Approximately 49 participants attended.					

22/03/17	Forth Valley Sensory Centre Camelon ,Falkirk – Consultation 2.30pm - 4pm. There was 6 service users/parent/carers/care inspectorate who attended the consultation.
22/03/17	Dundas Resource Centre, Grangemouth – Consultation 6pm – 7.30pm. There was 8 service users/parents/carers who attended the evening consultation.
29/03/17	Bainsford Day Service - Consultation 2.30pm – 4pm & 6pm – 7.30pm .Approximately 25 parents and service users attend the consultation events. There has also been more than 12 completed forms returned to the service.

SECTION TWO: FINANCIAL INFORMATION

For budget changes ONLY please include information below:			Benchmark, e.g. Scottish Average
Current spend on this Service (£'000s):	Total:	£1.67m	
Reduction to this service budget (£'000s)	Per Annum:	£230K	16/17 – A saving of £230k was achieved against existing day provision.
Increase to this service budget (£'000s)	Per Annum:	N/A	
If this is a change to a charge or concession please complete.	Current Annual Income Total:	£120k	
	Expected Annual Income Total:		
If this is a budget decision, when will the saving be achieved?	Start Date:	1/04/17	
	End Date (if any):	31/03/18	

SECTION THREE: EVIDENCE Please include any evidence or relevant information that has influenced the decisions contained in this EPIA. (This could include demographic profiles; audits; research; health needs assessments; national guidance or legislative requirements and how this relates to the protected characteristic groups)

A - Quantitative Evidence: This is evidence which is numerical and should include the number people who use the service and the number of people from the protected characteristic groups who might be affected by changes to the service.

Presently there are 172 service users who access day service provision. 133 of these service users having a Learning Disability and the remaining 39 service user primary disability is physical.

The services are for those between 18-65years of age.

18-25yrs – 8

26-40yrs – 64

41-55yrs – 51

56-65yrs - 49

Living at Home Independently - 22

Living with Partner - 19

Living with Parents/Family - 95

Living in Supported Accommodation – 38

The above numbers data was collated in January 17. All of this group will be affected by the modernisation of day services. It is hoped that during a series of consultation events, the revised eligibility criteria and intense 1:1 assessments which will be carried out will identify and support existing services users to have better opportunities and day supports which will include accessing community based assets enabling better community inclusion. The increased use of Self Directed Support will also enable service users to have a more person centred package of care enabling their outcomes and needs to be met.

B - Qualitative Evidence: This is data which describes the effect or impact of a change on a group of people, e.g. some information provided as part of performance reporting.

Social - case studies; personal /group feedback / other:

The impact of the modernisation of day services has been identified as Medium.

There are currently 177 service users who access in house day provision under the age of 65. Services users during the modernisation of day services will need to be reassessed under the new Eligibility Criteria. This process may impact resulting in some service user’s package of care and eligibility reducing. This will possibly result in a reduction of building based day services as there will be more impetus in using existing community assets which we envisage will provide better personalised outcomes.

Best Judgement:

<p>Has best judgement been used in place of data / research / evidence?</p>	<p>No – Elected members have agreed that £460K savings would be achieved over 2 years. 16/17 achieved a saving of £230k. 17/18 - requires a further £230k saving to be achieved.</p>
<p>Who provided the best judgement and what was this based on?</p>	
<p>What gaps in data / information were identified?</p>	
<p>Is further research necessary?</p>	<p>No</p>
<p>If NO, please state why.</p>	<p>The council have made this decision as part of their identified savings.</p>

SECTION FOUR: ENGAGEMENT Engagement with individuals or organisations affected by the policy or proposal

<p>Has the proposal / policy / project been subject to engagement?</p>	<p>Yes</p>	
<p>If YES, please state who was engagement with.</p>	<p>Service users Parents Carers Care Inspectorate External Providers Advocacy</p>	
<p>Engagement with users of service / stakeholders should take place. If NO engagement has been conducted, please state why.</p>		
<p>How was the engagement carried out?</p>	<p>What were the results from the engagement? Please list...</p>	
<p>Focus Group</p>	<p>Yes / No</p>	<p>3 afternoon and 3 evening consultation events carried out in March.</p>
<p>Survey</p>	<p>Yes / No</p>	<p>Information was circulated online from the 13th of February – 400 letters sent to service users/parents/carer/ external providers and third sector providers.</p>
<p>Display / Exhibitions</p>	<p>Yes / No</p>	<p>NO</p>
<p>User Panels</p>	<p>Yes / No</p>	<p>NO</p>
<p>Public Event</p>	<p>Yes / No</p>	<p>NO</p>
<p>Other: please specify</p>	<p>Keith Etherington, In- control Scotland assisted with the facilitation of all the participation and engagement events. All material from all six sessions will be collated and findings reported back over three further sessions at the end of April.</p>	

Has the proposal / policy / project been reviewed / changed as a result of the engagement?	Yes / No	31/3/17 - Consultation and engagement currently ongoing.
Have the results of the engagement been fed back to the consultees?	Yes / No	No – results and findings will be fed back at the April over three sessions.
Is further engagement recommended?	Yes / No	yes

SECTION FIVE: ASSESSING THE IMPACT
Engagement with individuals or organisations affected by the policy or proposal

Equality Protected Characteristics: What will the impact of implementing this proposal be on people who share characteristics protected by the Equality Act 2010 or are likely to be affected by the proposal / policy / project? This section allows you to consider other impacts, e.g. poverty, health inequalities, community justice, public protection etc.

Protected Characteristic	Neutral Impact	Positive Impact	Negative Impact	Please provide evidence of the impact on this protected characteristic.
Age		X	X	<p>There could be a negative impact due to the modernisation of day services to those older adults who live at home with elderly parents. This may cause distress and anxiety as they prefer the way which day service's is currently provided. The existing model gives them peace of mind as over the years they have established a trusting relationship with staff and management at the services.</p> <p>In terms of positive impacts day services would be expected to enable people to become more independent. The use of personal budgets would enable POC to be personalised to individual need and outcome focussed.</p>
Disability			X	<p>During the review of day services all service users will be affected despite disability. As assessment reviews will need to take place under the revised eligibility criteria.</p>
Sex	X			
Ethnicity	X			
Religion / Belief / non-Belief	X			
Sexual Orientation	X			
Transgender	X			
Pregnancy / Maternity	X			
Marriage / Civil Partnership	X			
Other, socio-economic status, e.g. Poverty			X	<p>The council has a statutory duty to the needs of people who are assessed as requiring adult social care and this includes day supports where appropriate.</p>

				<p>People can choose from the assessment what types of services will benefit them and their family dynamics. It is not foreseen that this will cause any further financial impact to the user. However, in a minority of cases POC may be reduced due to the eligibility criteria/RAS this may need to be supported by staff during the transition period.</p>
Other				

Public Sector Equality Duty: Scottish Public Authorities must have 'due regard' to the need to eliminate unlawful discrimination, advance quality of opportunity and foster good relations. Scottish specific duties include:

duty to report progress on mainstreaming the equality duty; duty to publish equality outcomes and report progress; duty to assess and review policies and practices; duty to gather and use employee information; duty to publish gender pay gap information; duty to publish statements on equal pay, etc; duty to consider award criteria and conditions in relation to public procurement; duty to publish in a manner that is accessible, etc.; duty to consider other matters; and, duty of the Scottish Ministers to publish proposals to enable better performance.

	Evidence of Due Regard	Negative Impact
Eliminate Unlawful Discrimination (harassment, victimisation and other prohibited conduct):	Not relevant to present budget proposal.	
Advance Equality of Opportunity:	<p>The modernisation of day support will enable people to have more personalised services through accessing the independent and voluntary sector, via increased use of SDS.</p> <p>Each service user will have their own personal circumstances reviewed to ensure an equitable standard of care provision to all Falkirk citizens who require health and social care assistance.</p>	
Foster Good Relations (promoting understanding and reducing prejudice):	The modernisation and review of our day services gives Falkirk Council the opportunity to embed further good relationships with local stakeholders from supporting agencies. This will encourage a greater use and access to all community assets for service users despite age and disability.	

SECTION SIX: PARTNERS / OTHER STAKEHOLDERS

Which sectors are likely to have an interest in or be affected by the proposal / policy / project?		Describe the interest / affect.
Business	Yes	Due to supporting people to use personal budgets this gives greater choice to use and access community assets. This includes independent businesses/voluntary sector/FCT etc.
Councils	Yes	Possible reduction in building based day services. A review of staffing and internal management structure. It is proposed that this will allow the council to make substantial savings in 17/18.
Education Sector	Yes	Due to the numbers of services users accessing alternative day supports, there is a possibility that there will be a greater demand on courses which service users may wish to participant on to enable them to up skill or to develop further knowledge about hobbies which they are interested in. This will also give the opportunity to mix with other people out with and who access activities in the Community.
Fire	No	
NHS	No	
IJB (Integrated Joint Board)	Yes	The IJB under the terms of the Public Bodies Joint Working (Scotland Act) directs the functions which includes service delivery of day opportunities.
Police	No	
Third Sector	Yes	Possibly increase in numbers of service users who may wish to access voluntary groups/activities. Good working relationships with our stakeholders will ensure that there is adequate support offered to the provider and users of the services.
Other(s): please list and describe the nature of the relationship / impact		

SECTION SEVEN: ACTION PLANNING

Mitigating Actions: As a result of performing this assessment, what actions are proposed to remove or reduce any risks of adverse outcomes identified on employees, service users or other people who share characteristics protected by the Equality Act

Identified Impact	To Who	Recommendation to address the issues raised	Lead Officer	Evaluation and Review Date	Strategic Reference to Corporate Plan / Service Plan / Quality Outcomes
Uncertainty amongst existing staff as service modernises.	staff	Consultation/engagement with staff and regular meetings involving HR and Unions.	Nikki Harvey	Ongoing Practice	Council/IJB Policy & Procedures

No Mitigating Actions

Where a negative impact on diverse communities has been identified what is the justification for continuing with the proposal / policy / project and why the recommendation cannot be implemented?

**Are actions being reported to Members?
If yes when and how?**

Yes/No

SECTION EIGHT: ASSESSMENT OUTCOME

Only one of following statements best matches your assessment of this proposal / policy / project. Please select on and provide your reasons.

No major change required	Yes / No	
The proposal has to be adjusted to reduce impact on protected characteristic groups	Yes / No	
Continue with the proposal but it is not possible to remove all the risk to protected characteristic groups	Yes	
Stop the proposal as this is potentially in breach of equality legislation	Yes / No	

SECTION NINE: LEAD OFFICER SIGN OFF

Lead Officer:

Signature:	<i>Nikki Harvey</i>	Date:	March 2017
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SECTION TEN: EPIA TASK GROUP USE ONLY

OVERALL ASSESSMENT OF EPIA: Has the EPIA demonstrated the use of data, appropriate engagement, identified mitigating actions as well as ownership and appropriate review of actions to confidently demonstrate compliance with the general and public sector equality duties?	Yes / No
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ASSESSMENT FINDINGS If YES, use this box to highlight evidence in support of the assessment of the EPIA If NO, use this box to highlight actions needed to improve the EPIA	
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Where adverse impact on diverse communities has been identified and it is intended to continue with the proposal / policy / project, has justification for continuing <u>without making changes</u> been made?	Yes / No	If YES, please describe:
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LEVEL OF IMPACT: The EPIA Task Group has agreed the following level of impact on the protected characteristic groups highlighted within the EPIA:

LEVEL		COMMENTS
HIGH	Yes / No	
MEDIUM	Yes / No	
LOW	Yes / No	

SECTION ELEVEN: CHIEF OFFICER SIGN OFF

Director / Head of Service:			
Signature:		Date:	