

# EQUALITY IMPACT ASSESSMENT FORM

April 2016

## THE COUNCIL'S EQUALITIES STATEMENT

This Council recognises that people have different needs, requirements and goals and we will work actively against all forms of discrimination by promoting good relations and mutual respect within and between our communities, residents, elected members, job applicants and workforce.

We will also work to create equal access for everyone to our services, irrespective of ethnic origin, sex, age, marital status, sexual orientation, disability, gender reassignment, religious beliefs or non-belief, use of Welsh language, BSL or other languages, nationality, responsibility for any dependents or any other reason which cannot be shown to be justified.

<b>NAME OF NEW OR REVISED PROPOSAL *</b>	Assisted Transport policy
<b>DIRECTORATE</b>	Social Services
<b>SERVICE AREA</b>	Adult Services
<b>CONTACT OFFICER</b>	Becky Griffiths
<b>DATE FOR NEXT REVIEW OR REVISION</b>	TBC

**\*Throughout this Equalities Impact Assessment Form, 'proposal' is used to refer to what is being assessed, and therefore includes policies, strategies, functions, procedures, practices, initiatives, projects and savings proposals.**

## INTRODUCTION

The aim of an Equality Impact Assessment (EIA) is to ensure that Equalities and Welsh Language issues have been proactively considered throughout the decision making processes governing work undertaken by every service area in the Council as well as work done at a corporate level.

The form should be used if you have identified a need for a full EIA following the screening process covered in the [Equalities Implications in Committee Reports](#) guidance document (available on the [Equalities and Welsh Language Portal](#) on the Council's intranet).

The EIA should highlight any areas of risk and maximise the benefits of proposals in terms of Equalities. It therefore helps to ensure that the Council has considered everyone who might be affected by the proposal.

It also helps the Council to meet its legal responsibilities under the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011, the Welsh Language (Wales) Measure 2011 and supports the wider aims of the Well-being of Future Generations (Wales) Act 2015. There is also a requirement under Human Rights legislation for Local Authorities to consider Human Rights in developing proposals.

Specifically, Section 147 of the Equality Act 2010 is the provision that requires decision-makers to have 'due regard' to the equality implications of their decisions and Welsh Language Standards 88-97 require specific consideration of Welsh speakers under the Welsh Language Standards (No.1) Regulations 2015.

The Older People's Commissioner for Wales has also published 'Good Practice Guidance for Equality and Human Rights Impact Assessments and Scrutinising Changes to Community Services in Wales' to ensure that Local Authorities, and other service providers, carry out thorough and robust impact assessments and scrutiny when changes to community services are proposed, and that every consideration is given to mitigate the impact on older people and propose alternative approaches to service delivery.

The Council's work across Equalities, Welsh Language and Human Rights is covered in more detail through the [Equalities and Welsh Language Objectives and Action Plan 2016-2020](#).

This approach strengthens work to promote Equalities by helping to identify and address any potential discriminatory effects before introducing something new or changing working practices, and reduces the risk of potential legal challenges.

When carrying out an EIA you should consider both the positive and negative consequences of your proposals. If a project is designed for a specific group e.g. disabled people, you also need to think about what potential effects it could have on other areas e.g. young people with a disability, BME people with a disability.

There are a number of supporting guidance documents available on the [Equalities and Welsh Language Portal](#) and the Council's Equalities and Welsh Language team can offer support as the EIA is being developed. Please note that the team does not write EIAs on behalf of service areas, the support offered is in the form of advice, suggestions and in effect, quality control.

Contact [equalities@caerphilly.gov.uk](mailto:equalities@caerphilly.gov.uk) for assistance.

## PURPOSE OF THE PROPOSAL

<b>1</b>	<p><b>What is the proposal intended to achieve?</b></p> <p>The aim of the Assisted Transport is to provide a clear framework for practitioners to assess and support individuals to identify methods of promoting independence when accessing transport. By identifying what is available within the local community and provide a consistent approach to determining eligibility for funded transport where it has been identified as a personal outcome.</p> <p>To provide a framework that is working within the principles of the Social Services and Well-being (Wales) Act 2014 and is working in parallel with other Social Services policies for transport across the Gwent region. The policy takes account of guidance under Part 4 of the code of practice outlining that eligibility for assistance from social service is relating to provision of service under care and support and not the provision or health care, employment or education. Therefore the policy is applicable to the provision of assisted transport to access services commissioned directly by Adult Social Services.</p>
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<b>2</b>	<p><b>Who are the service users affected by the proposal?</b></p> <p>All individual's who have been assessed as eligible for services commissioned by social services that take place at a base away from the home environment, eg day centre.</p>
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## IMPACT ON THE PUBLIC AND STAFF

<b>3</b>	<p><b>Does the proposal ensure that everyone has an equal access to all the services available or proposed, or benefits equally from the proposed changes, or does not lose out in greater or more severe ways due to the proposals?</b></p> <p>The ethos of the policy is in keeping with the legislative changes in that it seeks to:</p> <ul style="list-style-type: none"><li>• Promoting independence</li><li>• Maximising choice and control</li><li>• Builds on strengths of someone's own network</li><li>• Supporting a healthy lifestyle</li><li>• Improving quality of life</li><li>• Maximising dignity and respect</li><li>• Developing local and community networks.</li></ul> <p>The overriding principle of the policy is that the decision to provide transport is based on needs, outcomes and on promoting independence, as part of the Council's commitment to inclusion and independence.</p> <p>The current approach to assessing for transport is not equitable and has resulted in some individuals being unable to access services they require due to over</p>
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	<p>subscription of transport provision where individuals have access to alternative transport options but decline to make use of these.</p> <p>There are also inconsistencies between teams and departments in respect of the provision of transport to access services.</p>
	<p><b>Actions required:</b></p> <p>Implement the policy across all teams in adult service; to provide a consistent and equitable approach to transport assessment and provision.</p> <p>Provide staff and service users with a clear framework for assessment.</p>

<p><b>4</b></p>	<p><b>What are the consequences of the above for specific groups?</b></p> <p>The consequences are that individuals will be encouraged to access more community based options within their local communities, which will promote independence and enable them to become more integrated in the local community.</p> <p>Where this is not possible, transport will be assessed and solutions identified as per the principles of the policy.</p>
	<p><b>Actions required:</b></p> <p>Support individuals to make use of public transport where they are able to do so. be provide support to enable individuals to access discretionary transport passes provided by the local authority.</p> <p>Support individual's to make use of their mobility vehicles which they have been provided by the Department of Work and Pensions as assessed as a requirement for their disability.</p>

5	<p><b>In line with the requirements of the Welsh Language Standards. (No.1) Regulations 2015, please note below what effects, if any (whether positive or adverse), the proposal would have on opportunities for persons to use the Welsh language, and treating the Welsh language no less favourably than the English language.</b></p> <p>None applicable. The welsh language Act is applicable for all aspects of public sector communication and the policy will not effect implementation of the welsh language act.</p>
	<p><b>Actions required:</b></p> <p>Policy is available bilingually</p>

## INFORMATION COLLECTION

6	<p><b>Is full information and analysis of users of the service available?</b></p> <p>Data of individuals accessing services or who may be awaiting services due to transport requirements is available from transport colleagues.</p> <p>At this time savings have not been considered as the implementation of the policy is to introduce and equitable approach to assessment for assisted transport and enable anyone who requires so to have support identifying transport options available to them.</p>
	<p><b>Actions required:</b></p> <p>N/A</p>

## CONSULTATION

<b>7</b>	<b>What consultation has taken place?</b>  Public consultation took place 25 <sup>th</sup> August 2017 – 25 <sup>th</sup> September 2017  This was facilitated through raising public awareness of the policy via the CCBC consultation web pages.  Email to relevant staff and partner agencies  Postal consultation of 100 individual's receiving a service from social services.
	<b>Actions required:</b>  Minor wording amendments requested by transport departments and this has been undertaken.

## MONITORING AND REVIEW

<b>8</b>	<b>How will the proposal be monitored?</b>  The policy following implementation will be reviewed after 1 year to determine if it is providing the equity that is anticipated. Thereafter every 3 years.
	<b>Actions required:</b>  n/A

<b>9</b>	<p><b>How will the monitoring be evaluated?</b></p> <p>Survey of service users in receipt of services from social services.</p>
	<p><b>Actions required:</b></p> <p>Conduct survey 1 year post implementation</p>

<b>10</b>	<p><b>Have any support / guidance / training requirements been identified?</b></p> <p>Staff will require training and awareness raising to be aware of the changes in policy and to ensure all staff are implementing the policy in the same manner.</p>
	<p><b>Actions required:</b></p> <p>Facilitate awareness raising for staff and training for practitioners.</p>

<b>11</b>	<p><b>Where you have identified mitigating factors in previous answers that lessen the impact on any particular group in the community, or have identified any elsewhere, please summarise them here.</b></p> <p>N/A</p>
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<b>12</b>	<p><b>What wider use will you make of this Equality Impact Assessment?</b></p> <p>Appendix to scrutiny report</p>
	<p><b>Actions required:</b></p> <ul style="list-style-type: none"> <li>• EIA, when completed, to be returned to <a href="mailto:equalities@caerphilly.gov.uk">equalities@caerphilly.gov.uk</a> for publishing on the Council's website.</li> </ul>

<b>Completed by:</b>	Becky Griffiths
<b>Date:</b>	03/10/2017
<b>Position:</b>	Service Manager
<b>Name of Head of Service:</b>	Jo Williams