

The Council is required to have due regard to the need to:

- eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Act
- advance equality of opportunity between people who share a relevant protected characteristic and those who do not
- foster good relations between people who share a protected characteristic and those who do not.

The Act explains that having due regard for advancing equality involves:

- removing or minimising disadvantages experienced by people due to their protected characteristics
- taking steps to meet the needs of people from protected groups where these are different from the needs of other people
- encouraging people with protected characteristics to participate in public life or in other activities where their participation is disproportionately low.

The protected characteristics are:

- Age
- Disability
- Gender reassignment
- Pregnancy and maternity
- Race
- Religion of belief
- Sex
- Sexual orientation

The duty also covers marriage and civil partnership but only with regard to eliminating discrimination. And in Wales we also have to treat Welsh and English on an equal basis as well as promoting and facilitating the use of the Welsh language.

Further advice on completing impact assessments can be found on StaffNet

<http://staffnet.valeofglamorgan.gov.uk/Directorates/Managing-Director-and-Resources/Performance-and-Development/Equalities/Equalities-Impact-Assessments/Equality-Impact-Assessments.aspx>

Title and description of the policy, procedure, practice or decision (referred to as "policy" throughout form).	Changes to Community Care Charges for Non-Residential Services
---	--

Who is responsible for developing and implementing the policy?

Name	Lance Carver
Job Title	Head of Adult Services
Directorate	Social Services
Division	Adult Services

**1. Who will be affected by this policy?**

Examples may include Vale of Glamorgan residents, internal department(s), a specific group of customers or employees, customers or residents in a specific location.

Please specify:

Telecare users, day service users, meals on wheels recipients

**2. Does the policy relate to an area where there are known inequalities (for example, disabled peoples' access to public transport; the gender pay gap; racist or homophobic bullying in schools; the educational attainment of Gypsies and Travellers)?**

Yes  No

Please detail:

3. What will be the impact of this policy / decision / practice on people because of their age?

- Positive
- Negative
- Neutral / insignificant

What age groups will the policy impact upon?

- Young people (children and young people, up to 18)
- People 18- 50
- Older people (50+)
- All
- Other (please specify) \_\_\_\_\_

Reasons for your decision (including evidence) / How might it impact?

The increase in price for Telecare is small and the impact is less significant

Day services are included under the Social Care Charges Measure 2010 and the introduction of the total weekly charge to service users limits severely the ability of the Council to recoup its costs, however ensures that the effect of many price rises for service users is limited. Further work is required to review the impact that this may have on older day service users, if any

The majority of meals on wheels recipients are older people. The reduction of the council subsidy for this will result in them needing to pay more for their meals. While it could affect all age groups because of the higher numbers of older people receiving this service the effect on older people is more pronounced.

4. What will be the impact of this policy / decision / practice on disabled people?

- Positive
- Negative
- Neutral / insignificant

Which impairment(s)?

- Visual
- Hearing
- Physical disability
- Learning disability

Mental health condition	<input type="checkbox"/>
All	<input checked="" type="checkbox"/>
Other (please specify) _____	

Reasons for your decision (including evidence) / How might it impact?

The increase in price for Telecare is small and the impact is less significant

Day services are included under the Social Care Charges Measure 2010 and the introduction of the total weekly charge to service users limits severely the ability of the Council to recoup its costs, however ensures that the effect of many price rises for service users is limited. The only possible users who could be affected by these changes are those whose places are purchased externally to the council by the NHS. It would therefore be for the NHS to determine whether the increased cost could be met by them. It is not appropriate for the council to subsidise services where individuals have been determined to have Continuing Health Care needs.

Some Meals on wheels recipients are disabled. The reduction of the council subsidy for this will result in them needing to pay more for their meals.

**5. What will be the impact of this policy / decision / practice on different genders?**

Positive	<input type="checkbox"/>
Negative	<input type="checkbox"/>
Neutral / insignificant	<input checked="" type="checkbox"/>

Will the impact be on:

Men	<input type="checkbox"/>
Women	<input type="checkbox"/>

Reasons for your decision (including evidence) / How might it impact?

The services are used by all genders.

**6. What will be the impact of this policy / decision / practice on trans people?**

Positive	<input type="checkbox"/>
Negative	<input type="checkbox"/>
Neutral / insignificant	<input checked="" type="checkbox"/>

Reasons for your decision (including evidence) / How might it impact?

Trans people are not disproportionately represented in the groups of people who may be affected.

7. What will be the impact of this policy / decision / practice on marital status and civil partnership? (<sup>1</sup> see note on page 1)

Positive

Negative

Neutral / insignificant

Reasons for your decision (including evidence) / How might it impact?

The service change affects all people regardless of marital status or civil partnerhsip

8. What will be the impact of this policy / decision / practice on pregnancy and/or maternity?

Positive

Negative

Neutral / insignificant

Reasons for your decision (including evidence) / How might it impact?

The service change affects all people regardless of pregnancy or maternity

9. What will be the impact of this policy / decision / practice on different groups because of their race?

Positive

Negative

Neutral / insignificant

Please indicate groups that may be affected:

Ethnic minorities

Nationalities

- Asylum seekers / refugees
- Gypsies / Travellers
- All
- Other (please specify) \_\_\_\_\_

Reasons for your decision (including evidence) / How might it impact?

The service change affects all people regardless of race

**10.** What will be the impact of this policy / decision / practice on different groups because of their religion, belief or non-belief?

- Positive
- Negative
- Neutral / insignificant

Please indicate groups that may be affected:

- Religious group(s)   
(please specify) \_\_\_\_\_
- Belief (e.g. Humanism)   
(please specify) \_\_\_\_\_
- Non-belief   
(please specify) \_\_\_\_\_
- All

Reasons for your decision (including evidence) / How might it impact?

The service change affects all people regardless of religious belief

11. What will be the impact of this policy / decision / practice on different groups because of their sexual orientation?

- Positive
- Negative
- Neutral / insignificant

Please indicate groups that may be affected:

- Gay men
- Lesbians
- Bisexuals
- All
- Other (please specify) \_\_\_\_\_

Reasons for your decision (including evidence) / How might it impact?

The service change affects all people regardless of sexual orientation.

12. What will be the impact of this policy / decision / practice on the Welsh language?

- Positive
- Negative
- Neutral / insignificant

Reasons for your decision (including evidence) / How might it impact?

The service change affects all people regardless of Welsh language.

13. If you have identified any positive or negative impact (other than negligible) upon any protected characteristic groups or individuals then you must complete a full impact assessment.

Is a full equality impact assessment required                      Yes X                      No

This decision must be authorised by the relevant Director, Head of Service or Operational Manager

Approved by (name)	Lance carver
Designation	Head of Service
Date	31/3/16

If it has been identified that there is a requirement to produce a full equality impact assessment, you must continue overleaf. If, however, you have determined that a full assessment is not necessary, then you are required to submit an authorised electronic copy of this document to [tsgreaves@valeofglamorgan.gov.uk](mailto:tsgreaves@valeofglamorgan.gov.uk)

Only complete these sections if you have identified the need for a full equality impact assessment

**14. Who will be affected by this policy?**

Examples may include Vale of Glamorgan residents, internal department(s), a specific group of customers or employees, customers or residents in a specific location.

Please specify:

Telecare users, day service users, meals on wheels recipients



**15.** Decisions must be based on robust evidence. Please detail the evidence that you have used to inform your assessment. What evidence do you have about how your service is used? What was the strength of the evidence and did you identify any gaps? Did the evidence identify any barriers to services, or different needs and priorities for protected characteristic groups? If the evidence was weak or gaps were identified, what action have you taken to address this?

As this relates to charging for Adult services inevitably the changes affect primarily older people and disabled service users. These users are known to the service. The changes represent an increase in charges and are in 3 main areas.

Firstly there is a small increase in the cost of Telecare services. The highest increase for this would amount to less than £10 per year. For most service users the actual increase would be less than £3 per year. In order for the service to be resilient these increases are required. Service users who receive a bespoke service as part of an assessed package of care will have their entire charge capped through the Social Care Charging Measure (Wales) This also ensures that their income is considered.

For day service users there are 3 categories. The proposed cost of the physically disabled service is unchanged. The cost of the learning disabled service is already in excess of £60 (the cap limit) and so any increase in cost would not be met by any service user. The cost for older people will be examined to see if any individuals would be adversely affected.

Finally, the cost for Meals on Wheels is recommended to rise to enable the service to become cost neutral. The service has been reviewed carefully over several years. The emergence of alternative service models external to the council has resulted in reduced demand on this service. A consultation exercise was completed last year to review the effectiveness and quality of the service. It concluded that the service was valued by those that use it but that little information had been made available to them regarding alternative services.

**16.** There is a legal duty to consult and involve people and organisations representing the protected characteristics where it is identified that they are potentially affected by the policy (for example men; women; parents; carers; the black and minority ethnic community

(including asylum seekers, refugees, economic migrants); disabled people; the Welsh speaking community; the lesbian, gay and bisexual community; transgender people; different faith groups; etc.)

Please detail engagement activities that have taken place – internally and externally:

The Social care Charging Measure is Welsh Government policy and would have been subject to their consultation process. The policy allows social services departments to financially assess individuals and charge for services within the required criteria. The increase in charges proposed by the department is set within that context.

The agreed savings for Adult Services means that failure to achieve a saving in one area will require additional savings to be made in another. The increase in charges should therefore be considered in that wider context. Should savings not be achieved through increased charging to reduce the subsidy of services, then they would need to be found from other areas. Given Adult services client group it would not be possible to do this without affecting people with protected characteristics.

A consultation has been completed with regard to the Meals on Wheels service although not in connection with the proposed price increase. The consultation indicated high levels of satisfaction with the service in the main, although also highlighted that individuals receiving the service had limited knowledge of alternative delivery options.

The consultation report for the corporate plan for 2016-20 and the budget for 16/17 indicated that there was a clear consensus among the 50+ Strategy Forum that both increasing existing charges and introducing new ones was an acceptable way of protecting what were considered to be essential services.

17. Will this policy have a significant effect on how services are delivered?

Yes

No

Please detail:

**18.** Will this policy have a significant effect on how other organisations operate?

Please detail:

Yes

No

**19.** Will the policy impact upon other policies or practices?

Please detail:

Yes

No

**20.** Have you identified any evidence that the policy could directly or indirectly discriminate against or have an adverse impact on people in any of the protected groups? If 'Yes', what do you intend to do to mitigate against this? If you do not intend to mitigate against any identified adverse impact please provide justification.

Yes  No

Please detail:

The change would increase the cost of services primarily to older people, although also to people with disabilities. This increase is most significant in the Meals on Wheels service. This has been spread over 2 years to help mitigate the impact of this price rise.

**21.** What can be done further to promote equality of opportunity by altering the policy? Please detail, including opportunities to promote good relations and community cohesion:

As the most significant change is in the price of Meals on Wheels the service will work with partner organisations to consider alternative meal services to help provide additional services which increase choice and availability.

**22.** It is a requirement of the specific duties in Wales to undertake future monitoring of the equality impact of a policy. Please provide details of the monitoring that you will conduct? (for example the number of disabled people using your service as a proportion of the general population)

Please detail:

All services will continue to be monitored both in terms of utilisation and costs. The services regularly complete consultation exercises with service users which will be used to inform ongoing developments.

**23.** How often will you analyse and report upon this monitoring information, and where will it be reported?

Please detail:

Performance and monitoring is completed quarterly. Further individual reports on Meals on Wheels are subject to Council Scrutiny processes.

**24.** How will you publish and publicise the policy to ensure equality of access to this information (including raising awareness with minority groups, producing information in accessible formats, etc.)?

Please detail:

All affected individuals will be notified in the format of their choice.

**25.** Any recommendations for action that you plan to take as a result of this impact assessment (listed in the sections above) should be

included in your Team Plan or Departmental Service Plan.  
Please detail those actions and where they will be placed:

The Telecare service and meals on wheels are not statutory requirements. They are in place to help support the community to live safer and more independent lives. The council is not the only provider of such services and so individuals can choose alternative service providers if they are not satisfied with the cost. Consideration should be given in the future to providing this service on a more regional basis to increase resilience and help create more efficient services which could mitigate the need for greater price increases.

**26.** An equality impact assessment may have four possible outcomes, though more than one may apply to a single policy. Please indicate the relevant outcome(s) of the impact assessment below.

Please tick as appropriate:

**No major change** – the impact assessment demonstrated that the policy was robust; there was no potential for discrimination or adverse impact. All opportunities to promote equality have been taken.

**Adjust the policy** – the impact assessment identified potential problems or missed opportunities. The policy was adjusted to remove barriers or better promote equality.

**Continue the policy** – the impact assessment identified the potential for adverse impact or missed opportunities to promote equality. The justification(s) for continuing with it have been clearly set out. (The justification must be included in the impact assessment and must be in line with the duty to have due regard. Compelling reasons will be needed for the most important relevant policies.)

**Stop and remove the policy** – the impact assessment identified actual or potential unlawful discrimination. The policy was stopped and removed, or changed.



## 27. Authorisation of full assessment

This equality impact assessment must be approved by the relevant Director, Head of Service or Operational Manager.

Approved by (name)	
Job Title	
Date	

Signature \_\_\_\_\_

On completion of this form you must send an authorised electronic copy to the Equalities Section: [tsgreaves@valeofglamorgan.gov.uk](mailto:tsgreaves@valeofglamorgan.gov.uk).