

## WORCESTERSHIRE COUNTY COUNCIL EQUALITY IMPACT ASSESSMENT DESKTOP SCREENING

**This exercise is not an EIA. It is a desktop exercise designed to establish if you need to carry out a full assessment. When completing the screening please use plain English avoiding the use of acronyms or jargon. Any documents referred to should be attached to the screening form.**

Part One: basic information needed to identify the policy and prepare for screening

1.1	Directorate and Section/Unit	ACS, Provider Service, Homecare
1.2	Title or brief description of the policy being screened.	Homecare re-provision
1.3	Screening by:	Tom Darby/Michelle Parker – ACS HR
1.4	Date of screening	27 <sup>th</sup> August 2010
1.5	Related policies/functions:	Internal Services Reform Detailed Business Case Re-Provision of Domiciliary Care Options Appraisal submitted to Catherine Driscoll.
1.6	To which section of the Directorate or Corporate "business/service plan" does this relate?	This project forms part of the Adults & Community Services wide scale programme of reforms related to its current role as a significant provider of adult social care services in Worcestershire. This programme is looking at the nature and cost of internally delivered services. This is in line with council wide BOLD programme (Better Outcomes and Lean Delivery). This stage of the project looks at remodelling the local market for domiciliary care in the county.
1.7	Is this a new or existing policy?	New restructuring exercise.

1.8	What is the policy trying to achieve?	Reduction of domiciliary care provided internally from 40% to 20% by April 2013.
1.9	What are the planned outcomes for this policy?	To realign the local domiciliary care market from its current composition by shifting 20% of the whole market from internal provision to spot purchased external provision. The economic benefit of the transfer of hours to lower cost external provision would be an efficiency of approximately £1.6 million at the end of the project.
1.10	Who will benefit from the policy? How will they benefit?	<p>External Providers will be able to expand their organisations and bid for additional work. Service Users will have a choice via an individual budget to move to a direct payment or external provider.</p> <p>WCC will also benefit by reducing expenditure in line with BOLD.</p>
1.11	Who is formally responsible for the <b>delivery</b> of this policy? If different, who is responsible for <b>leading</b> on the delivery?	Maria Hicks, Catherine Driscoll – Provider Services.
1.12	What (if any) are the key priorities within this policy?	<p>*Review service users to ensure person focussed outcomes and move to individual budgets – transition from January 2011 onwards;</p> <p>* Tender process for external providers to bid for Home Care work;</p> <p>* Consultation with staff in relation to reduction in long term work – affecting all home care assistants and peripatetic's in long term work (approximately 156 FTE), resulting in an approximate reduction of 117 FTE.</p> <p>* Consultation with call centre staff following reduction in long term</p>

		work and review of management structure. Possible 20 posts at risk of redundancy.
	What (if any) previous consultation has been done on this policy? Who was consulted and when?	<p>Consultation with Cabinet 1/7, agreed x3m consultation with staff and service users.</p> <p>Formal 90 day consultation began with staff 18<sup>th</sup> August 2010. Group consultation via Road shows commences 6<sup>th</sup> September until 17<sup>th</sup> September.</p>
1.14	Is equality monitoring in place for this policy?	No. Any reduction in staff will aim to be via natural attrition. Should compulsory redundancy be required then redundancies will be reached via a selection matrix.

Part Two: this is the test to see if further action is required. For the purpose of this exercise concentrate on the impact on people of differing age, gender, disability, race/ethnicity, religion or belief and sexual orientation.

		Y	N	Details including what information you have based your decision on.
2.1	Is there any way in which the policy is directly discriminatory or in breach of the County Council's Equality and Diversity Policy? (see Annex E)		N	<i>Any reduction in headcount will follow WCC redeployment and redundancy policies.</i>
2.2	Are there any barriers to people from minority groups getting the full benefit of this policy which have not been resolved as part		N	<i>None that I am aware of.</i>

	of the policy?			
2.3	Are there any other ways the policy could unintentionally deliver poorer quality outcomes for individuals because they belong to a minority group or groups?(they may belong to more than one)	Y		<p>This service provision change will reduce staff and service user numbers within Home Care long term work, however WCC policy and procedures will be followed.</p> <p>Should staff apply for external care posts with external providers there is a potential for those external providers to have potentially discriminatory practices which could impact on certain groups of employees. Home Care staff are mostly female and work on a part time shift basis.</p>
2.4	Could minority groups reasonably believe they would be likely to get poorer benefits from the policy?		N	<i>Possible impact on service users will be detailed in the JCU EIA.</i>
2.5	In what ways could this policy make a positive contribution to equality or to relations between groups?		N	<i>Not Applicable.</i>

If the answer to questions 2.1 to 2.4 is yes or "could be yes" then you **must** take action. If the issue is straightforward then remedy this **now** so the answer changes to no. If it cannot be remedied now or there are outstanding issues you must continue on to a full EIA. Where you have decided a full EIA is not required but have identified actions which must be taken then please record these below:

Specific Action	How will you know when this is completed?	Resources/cost	Person Responsible	Completion date

**Annex C to the Equality  
Impact Assessments  
Guidance**

Specific recruitment practices were identified as questions in the tender documentation together with questions relating to employment practices to minimise any risk of discrimination to minority groups	Already completed	HR Time and availability	Tom Darby	17 <sup>th</sup> November 2010
Monitor the equality profile of any staff whose post is redundant to establish trends	Once the project completes in 2012	Corporate HR – reports/monitoring data	Sally Britain/Tom Darby	April 2012