

# Community Impact Assessment – Checklist and Executive Summary

**Name of Proposal:** Update on Adult Learning Disability 2022 Community Offer

**Project Sponsor:** Dr Richard Harling, Director for Health & Care

**Project Manager:** Kelly Gray

**Date:** 1<sup>st</sup> October 2020

**Final Checklist** – Prior to submitting your Community Impact Assessment (CIA), please ensure that the actions on the checklist below have been completed, to reassure yourself/ SLT/ Cabinet that the CIA process has been undertaken appropriately.

Checklist	Action Completed (tick)	Comments/Actions
The project supports the County Council’s Business Plan, priorities and MTFS.	✓	Supports with the delivery of: <ul style="list-style-type: none"> <li>• Staffordshire’s Vision specified in the Strategic Plan;</li> <li>• A Whole-Life Disability Plan 2018-2023;</li> <li>• Medium Term Financial Strategy</li> </ul>
It is clear what the decision is or what decision is being requested.	✓	Requested decisions: <ul style="list-style-type: none"> <li>• The Cabinet agree to pause the commissioning of Silverbirch and Woodland View residential replacement care. The Cabinet endorse a review of these services, to undertake a full analysis of the benefits to the people who use them, and the costs to the taxpayer. The Cabinet endorses in principle the current contract with Lifeways could be extended until April 2022 if required while this is being undertaken</li> <li>• The Cabinet endorse the proposed Connected Care Model for the future of Directly Provided Services</li> <li>• The Council seeks to build on previous consultation with staff, service users, families/carers and other key stakeholders to co-design the service model for 2021 and beyond in a post COVID-19 world. This will include residential replacement care, specialist day opportunities, domiciliary care and any other services where there is a genuine need to firmly establish the County Council’s position in the market</li> </ul>
For decisions going to Cabinet, the CIA findings are reflected in the Cabinet Report and <b>potential impacts are clearly identified and mitigated for</b> (where possible).	✓	On-going engagement with all impacted key stakeholders and full analysis is undertaken to ensure delivery of successful outcomes
The <b>aims, objectives and outcomes</b> of the policy, service or project have been clearly identified.	✓	The Cabinet Paper clearly details the recommendations for transparency
The <b>groups</b> who will be affected by the policy, service or project have been clearly identified.	✓	The potentially impacted parties include: <ul style="list-style-type: none"> <li>• People who use the services and their carers/relatives;</li> <li>• Staff employed by the County Council to provide these services;</li> <li>• Providers in the independent market.</li> </ul>
The <b>communities</b> that are likely to be more adversely impacted than others have been clearly identified.	✓	

Engagement / consultation has been undertaken and is representative of the residents most likely to be affected.	✓	This cabinet paper is based on previous consultation completed with carers in 2019 and proposes further engagement is undertaken
A range of people with the appropriate knowledge and expertise have contributed to the CIA.	✓	Contributors to the CIA are: <ul style="list-style-type: none"> <li>• Staff employed by the County Council to provide these services;</li> <li>• Assessment and Care Management Colleagues</li> <li>• Commissioners;</li> <li>• Finance colleagues</li> </ul>
Appropriate evidence has been provided and used to inform the development and design of the policy, service or project. This includes data, research, engagement/consultation, case studies and local knowledge.	✓	The report captures current and anticipated need whilst also taking into consideration the current position of the market
<b>The CIA evidences how the Council has considered its statutory duties under the Equality Act 2010 and how it has considered the impacts of any change on people with protected characteristics.</b>	✓	The protected characteristics impacted are: Disability and Impact on SCC staff.
The next steps to deliver the project have been identified.	✓	Impacted key stakeholders will be briefed on the next steps accordingly

**Executive Summary** – The Executive Summary is intended to be a collation of the **key issues and findings** from the CIA and other research undertaken. This should be completed **after** the CIA and research has been completed. Please structure the summary using the headings on the left that relate to the sections in the **CIA template**. Where no major impacts have been identified, please state N/A.

	Which groups will be affected?	Benefits	Risks	Mitigations / Recommendations
<p><b>PSED</b> – What are the impacts on residents with a protected characteristic under the <b>Equality Act 2010</b>? <i>Highlight any concerns that have emerged as a result of the equality analysis on any of the protected groups and how these will be mitigated. It is important that Elected Members are fully aware of the equality duties so that they can make an informed decision and this can be supported with robust evidence.</i></p>	<ul style="list-style-type: none"> <li>Disability</li> <li>SCC staff</li> </ul>	<p>Individuals will receive high quality support in order to meet their assessed eligible care and support needs, which are both sustainable and demonstrate value for money</p> <p>Potential consolidation of services to provide holistic care and support, maximising choice and control.</p> <p>The service models will be co-designed to ensure services are fit for purpose, thus determining position in the marketplace, quality, value for money and accountability</p> <p>The Council will continue to employ a skilled and trained workforce – with appropriate job specifications and supporting staff structures.</p>	<p>Risk of challenge or complaint if services are altered or changed, including location or provider.</p> <p>People may experience service disruptions as a result of building or development of premises.</p> <p>Any change in job descriptions and structures may result in state of employment.</p> <p>Staff may be required to work in other locations and/or services</p> <p>SCC has an aging workforce which may impact on continuity of staff and complexity of support they can deliver</p>	<p>Continued engagement with all key stakeholders to design service models and understand the impact.</p> <p>The council will ensure adherence to the Care act regarding assessed eligible care and support needs.</p> <p>Domiciliary or community care could be offered to replace building-based support whilst upgrade work is being undertaken.</p> <p>Regular and meaningful engagement and communications about the progress of the programme, the outcomes and the impact with directly provided services.</p> <p>Staff (and representative Trade</p>

		<p>Leaner workforce structures and increased flexibility means services will be more cost effective and able to respond to need.</p>		<p>Unions) will be consulted about the potential impact on their employment, and appropriate HR processes and protocols adhered to.</p> <p>Job descriptions to specify flexible county wide working to aid with effective service delivery and critical mass.</p> <p>Develop a workforce strategy to attract a more diverse workforce.</p>
<p><b>Health and Care</b> – How will the proposal impact on residents’ health? How will the proposal impact on demand for or access to social care or health services?</p>	<ul style="list-style-type: none"> <li>• Mental Health and Wellbeing</li> <li>• Healthy Lifestyles</li> <li>• Accidents and Falls Prevention</li> <li>• Access to Social Care</li> <li>• Independent Living</li> </ul>	<p>People with a primary need: learning disability and/or autism, and associated needs (including Mental Ill Health) will receive appropriate support to meet their eligible care and support needs.</p> <p>All services will be required to promote and enable people to live a Healthy Lifestyle, through the provision of appropriate care and support, as per their assessed care and support needs.</p>	<p><b>All</b> Risk of challenge or complaint if services are altered or changed, including location or provider</p> <p><b>Residential Care</b> The development of alternative accommodation will take 12-24 months to come into fruition, thus meaning continued occupation of buildings deemed not wholly suitable to meet needs</p> <p><b>Residential Replacement Care</b></p>	<p>Expectations and requirements will be clarified within Service Level Agreements (for directly provided services) and contractual arrangements (for commissioned services).</p> <p>Schedules of planned repairs and maintenance will continue for the duration of occupation in the current accommodation – with reactive repairs and maintenance as required. Services carry out routine Health &amp; safety Inspections / Audits, for</p>

		<p>Accommodation is / will be accessible and adapted to meet the needs of the people using the service – positively impacting people who use services and staff who support them</p> <p>The Council will continue to meet assessed eligible care and support needs, through the provision of sustainable services.</p> <p><b>Residential Replacement Care</b> The Council will continue to provide Residential Replacement Care to meet the needs of both the ‘carer’ and ‘cared for’ – enabling people to remain living in their chosen local community</p>	<p>The development of alternative accommodation will take 12-24 months to come into fruition, thus meaning continued occupation of buildings deemed not wholly suitable to meet needs</p>	<p>the purpose of regulatory requirements TUPE may be applicable in certain circumstances, thus providing continuity of staffing</p> <p>All proposed ways of working align with The Care Act (inclusive of Choice Policy) and Whole Life Disability Strategy</p> <p>The Council will ensure adherence to the Care Act REF: assessed eligible care and support needs and the subsequent location of services.</p>
<p><b>Economy</b> – How will the proposal impact on the economy of Staffordshire or impact on the income of Staffordshire’s residents?</p>	<ul style="list-style-type: none"> <li>• Economic Growth</li> <li>• Workplace Health and Environments</li> <li>• Access to jobs/Good quality jobs</li> </ul>	<p>The Council has clearly specified its market position in respect to Replacement Care and Residential Care Services – thus supporting provider</p>	<p>The Council may face challenge / complaint for retaining a position in the market.</p> <p>The competitive process to identify the required</p>	<p>The likelihood of challenge / complaint due to the Council retaining a position in the market is likely to minimal – due to our existing presence and proposed capacity moving forwards.</p>

		<p>intelligence and planning of services in the future.</p> <p>The Council maintaining a position in the marketplace will promote competition.</p> <p>Entrust (on behalf of the Council) will undertake a competitive process to appoint for contractor for the required building works Staff will be providing care and support in purpose-built accommodation – with access to required aids and equipment – with appropriate</p> <p>Job Specifications positively impacting on the risk of injuries sustained in the workplace.</p> <p>The Council will continue to employ a skilled and trained workforce – with appropriate Job Specifications and supporting staff structures.</p>	<p>building contractors may not be successful.</p> <p>The development of alternative accommodation will take 12-24 months to come into fruition, thus meaning continued occupation of buildings deemed not wholly suitable to meet needs. Any change in job descriptions and structures may result in changes to services and subsequently state of employment.</p>	<p>The Council is fulfilling its statutory requirements REF: ensuring a sustainable market, that promotes choice and control (within specified remits, as appropriate).</p> <p>Entrust will utilise an existing Framework to appoint the contractor, thus minimising the risk of failure</p> <p>Schedules of planned repairs and maintenance will continue for the duration of occupation – with reactive repairs and maintenance as required.</p> <p>There has been, and will continue to be, regular and meaningful engagement and communications about the progress of the programme, the outcomes and the impact with services.</p> <p>Staff (and representative Trade Unions) will be consulted about the potential impact on their employment, and appropriate HR</p>
--	--	--	---	---

				processes and protocols adhered to.
<b>Environment</b> – How will the proposal impact on the physical environment of Staffordshire?	<ul style="list-style-type: none"> <li>• Built environment</li> <li>• Transport</li> </ul>	<p>The Council will seek to maximise the use of its assets – including land and accommodation. Subsequently, this will positively impact on the associated running costs</p> <p>Potential consolidation of services to provide holistic care and support.</p>	<p>People may need to travel further to access the service most appropriate to meet their needs (thus negatively impacting on the environment), and there is a risk of challenge and complaint associated with this.</p>	<p>The Council will ensure adherence to the Care Act REF: assessed eligible care and support needs and the subsequent location of services; seeking to minimise the impact.</p>
<b>Localities / Communities</b> – How will the proposal impact on Staffordshire’s communities?	<ul style="list-style-type: none"> <li>• Community development/capacity</li> </ul>	<p>As in accordance with SCC policy and vision, all services will be expected to support with the development, and contribute to, community development / capacity.</p>	<p>There is a high level of demand / expectation of the Community Capacity Agenda – through engagement concerns have been expressed about the potentially limited financial resource and capacity to support with the growth of community capacity, and suitability for providing support to people with complex needs</p>	<p>Regular and meaningful engagement and communications about the progress of the programme, the outcomes and the impact – inc. with voluntary, third sector and community organisations.</p> <p>Partnership working with Supportive Communities Programme and Support Staffordshire.</p> <p>Expectations and requirements in respect of contributions to community development / capacity can be included within contractual arrangements.</p>