

Community Impact Assessment – Checklist and Executive Summary

Name of Proposal: ALD 2022 Community Offer: The future of Learning Disability services directly provided by the Council

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

Project Manager: Amy Evans, Commissioning Manager, AAD & Mental Health Commissioning Team

Date: 16/10/19

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 |
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| The project supports the Council's Business Plan, priorities and MTFS. | ✓ | The Programme supports with the delivery of: <ul style="list-style-type: none"> • Staffordshire's Vision specified in the Strategic Plan; • Medium Term Financial Strategy. |
| It is clear what the decision is or what decision is being requested. | ✓ | The Programme recommends: <ul style="list-style-type: none"> • The Council maintains a small position in the marketplace; directly providing residential and residential replacement care; • The Council commissions the independent market to provide residential replacement care, in addition to the services directly provided by the council; • The Council ensures there are appropriate job specifications and staff structures in place across directly provided services. |
| For decisions going to Cabinet, the CIA findings are reflected in the Cabinet Report and potential impacts are clearly identified and mitigated for (where possible). | ✓ | The Programme recommends on-going engagement with all impacted key stakeholders to ensure delivery of successful outcomes. |
| The aims, objectives and outcomes of the policy, service or project have been clearly identified. | ✓ | The Cabinet Paper clearly details the recommendations for transparency. |
| The groups 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"> • People who use the services and their carers / relatives; • Staff employed by the Council to provide these services; • Providers in the independent market. |
| The communities 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. | ✓ | The Programme has undertaken extensive engagement with impacted key stakeholders. |

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| 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"> • People who use the services and their carers / relatives; • Staff employed by the Council to provide these services; • Providers in the independent market; • Assessment and Care Management Colleagues; • Commissioners; • Finance colleagues. |
| 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. |
| 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. | ✓ | 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 |
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| <p>PSED – What are the impacts on residents with a protected characteristic under the Equality Act 2010? <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"> Disability SCC Staff | <p>All:</p> <p>People will receive appropriate support (in the most appropriate setting) to meet their eligible care and support needs.</p> <p>Directly provided services:</p> <p>The Council will continue to employ a skilled and trained workforce – with appropriate job specifications and supporting staff structures.</p> | <p>All:</p> <p>There may be an increased risk of challenge and complaint about distance travelled to access county wide provisions.</p> <p>People may undergo a period of change whilst transitioning to alternative arrangements (including accommodation and support).</p> <p>Directly provided services:</p> <p>Any change in job descriptions and structures may result in changes to services and subsequently state of employment.</p> | <p>All:</p> <p>On-going engagement with all key stakeholders – to shape design and understand the impact.</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>Directly provided services:</p> <p>Staff (and representative Trade Unions) will be consulted about the potential impact on their employment, and appropriate HR processes and protocols adhered to.</p> |
| <p>Health and Care – 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"> Mental Health & Wellbeing Healthy Lifestyles Accidents & Falls Prevention Access to Social Care Independent Living | <p>All:</p> <p>The Council will continue to provide services (either directly or via commissioned arrangements) in order to meet assessed eligible care and support needs – that will promote health and wellbeing</p> | <p>All</p> <p>There may be a risk of challenge and complaint based on increased travel distance, to access the most appropriate County wide provision.</p> <p>Directly provided services:</p> | <p>All:</p> <p>On-going engagement with all key stakeholders – to shape design and understand the impact.</p> <p>Expectations will be clarified within Service Level Agreements and contractual arrangements,</p> |

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| | | | <p>Alternative accommodation will take 12-24 months to come into fruition.</p> | <p>as appropriate.</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>Economy – 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"> • Economic Growth • Workplace Health & Environment • Access to good quality jobs | <p>All:</p> <p>The Council will clearly specify its position in respect of Replacement and Residential Care.</p> <p>All:</p> <p>The Council will continue to employ a trained and skilled workforce.</p> <p>The Council will be seeking the Independent Care Market to provide care services and contractors for redevelopment of accommodation, which may provide job opportunities in the local community.</p> | <p>All:</p> <p>The Council may face challenge / complaint for retaining a position in the market.</p> <p>The competitive process to identify the required providers / contractors may not be successful.</p> <p>Commissioned Replacement Care:</p> <p>Concerns have been expressed during the course of engagement, about the ability of the Independent Market to recruit and retain trained and skilled staff.</p> <p>Directly provided services:</p> <p>Any change in Job Descriptions and structures may result in changes to services and</p> | <p>All:</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>Soft market testing and previous experience indicates successful tendering processes are likely.</p> <p>Directly provided services:</p> <p>Staff (and representative Trade Unions) will be consulted about the potential impact on their employment, and appropriate HR processes and protocols adhered to.</p> |

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| | | | subsequently state of employment. | |
| Environment – How will the proposal impact on the physical environment of Staffordshire? | <ul style="list-style-type: none"> • Built Environment / Land Use • Transport | <p>Directly provided services:</p> <p>The Council will seek to maximise the use of its assets – including land and accommodation.</p> | <p>All:</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>All:</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> |
| Localities / Communities – How will the proposal impact on Staffordshire’s communities? | <ul style="list-style-type: none"> • Community Capacity / Development | <p>All:</p> <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>All:</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>All:</p> <p>Regular and meaningful engagement with key stakeholders and partnership working (internal and external).</p> |