

**EQUALITY IMPACT ASSESSMENT – INITIAL SCREENING TEMPLATE (IST)**

Initial screening needs to take place for all new/revised Council policies. The word ‘policy’, in this context, includes the different things that the Council does. It includes any policy, procedure or practice - both in employment and service delivery. It also includes proposals for restructuring, redundancies and changes to service provision. This stage must be completed at the earliest opportunity to determine whether it is necessary to undertake an EIA for this activity.

<b>Name of Policy:</b>	Cambridgeshire DFG Review
<b>Lead Officer (responsible for assessment):</b>	Liz Knox
<b>Department:</b>	Environmental Services
<b>Others Involved in the Assessment (i.e. peer review, external challenge):</b>	Cambridgeshire County Council, Clinical Commissioning Group, Foundations Cambridgeshire Districts/City
<b>Date Initial Screening Completed:</b>	14.11.16

(a) **What is the policy trying to achieve?** i.e. What is the aim/purpose of the policy? Is it affected by external drivers for change? What outcomes do we want to achieve from the policy? How will the policy be put into practice?

The aim of the review was to take a more strategic approach to housing adaptations, encompassing the current service model and the capital and revenue funds contributed to the DFG process by a range of partners.

The DFG report highlights 3 key findings

- New services are needed that consider people’s needs, including early conversations and planning for the longer term: services need to engage with people before they need an adaptation, and should encourage people to think about whether the accommodation they are living in is suitable for the longer term.
- Exiting services will need to support a growing population: performance in many parts of the county is too slow in the delivery of DFG’s. It is recommended that a “fast track” for commonly requested small works be introduced and that a full review of existing processes and procedures is needed to speed up the DFG process
- Funding arrangements across the system will need to change to support a shift in focus: significant increase in capital funding offers new opportunities for the HIA’s to generate more fees and become financially self-sustaining. HIAs are able to charge fees for the adaptation work that they undertake. It is recommended that a proportion of existing revenue funding should be diverted to prevention and early intervention services in order ensure that adaptation work is only carried where it is the best course of action for the individual.

Ongoing discussion will continue with partners to implement the finding of the review ensuring that the service provided by the Home Improvement Agencies/Care and Repair is not compromised.

(b) **Who are its main beneficiaries?** i.e. who will be affected by the policy?

Residents that need financial assistance/ advice for home adaptations

**(c) Is this assessment informed by any information or background data?** i.e. consultations, complaints, applications received, allocations/take-up, satisfaction rates, performance indicators, access audits, census data, benchmarking, workforce profile etc.

The review has been undertaken with background information from all partners. Satisfaction information is available from service users data is available regarding service use along with performance.

**(d) Does this policy have the potential to cause a positive or negative impact on different groups in the community, on the grounds of any of the protected characteristics (please tick all that apply):**

- |                                  |                          |   |                          |
|----------------------------------|--------------------------|---|--------------------------|
| <b>Ethnicity</b>                 | <input type="checkbox"/> | <b>Age</b>                              | <input type="checkbox"/> |
| <b>Gender</b>                    | <input type="checkbox"/> | <b>Religion or Belief</b>               | <input type="checkbox"/> |
| <b>Disability</b>                | <input type="checkbox"/> | <b>Sexual Orientation</b>               | <input type="checkbox"/> |
| <b>Gender Reassignment</b>       | <input type="checkbox"/> | <b>Marriage &amp; Civil Partnership</b> | <input type="checkbox"/> |
| <b>Pregnancy &amp; Maternity</b> | <input type="checkbox"/> | <b>Caring Responsibilities</b>          | <input type="checkbox"/> |

**Please explain any impact identified:** i.e. What do you already know about equality impact or need? Is there any evidence that there is a higher or lower take-up by particular groups? Have there been any demographic changes or trends locally? Are there any barriers to accessing the policy or service?

Care and Repair services are available to everybody who requires assistance/advice in accessing funding for home adaptations. The ageing population has seen increased demand for this service along with increasing numbers of children’s adaptations required.

- |   |           |
|---|-----------|
| <b>(e) Does the policy affect service users or the wider community?</b>   | <b>NO</b> |
| <b>(f) Does the policy have a significant effect on how services are delivered?</b>   | <b>NO</b> |
| <b>(g) Will it have a significant effect on how other organisations operate?</b>  | <b>NO</b> |
| <b>(h) Does it involve a significant commitment of resources?</b>   | <b>NO</b> |
| <b>(i) Does it relate to an area where there are known inequalities, e.g. disabled people’s access to public transport etc?</b> | <b>NO</b> |

If you have answered **YES** to any of the questions above, then it is necessary to proceed with a full equality impact assessment (EIA). If the answer is **NO**, then this judgement and your response to the above questions will need to be countersigned by your Head of Service and then referred to the

Council's Equal Opportunities Working Group (EOWG) for scrutiny and verification. Please forward completed and signed forms to the Principal HR Officer.

**Signatures:**

Liz Knox

14.11.16

**Completing Officer:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Head of Service:** \_\_\_\_\_

**Date:** \_\_\_\_\_