

Review of Learning Disability Day Services Integrated Impact Assessment Form (IIA)



This form replaces the previous Equality Impact Assessment form used by LBC.

The key aim of an impact assessment is to ensure that all Council policies, plans and strategies support the corporate mission statement that

‘The needs of Luton’s people will be first in everything we do’.

The aim of this impact assessment process is to:

- Embed Social Justice principles and practice into the Council’s decision making process
- Ensure adherence to the Equality Act 2010 and associated Public Sector Duty
- Minimise duplication of initial impact assessments with regards to Environment and Health
- Ensure Officers have access to the necessary specialist support with regards to all of the above

The table on the first page of this form will enable you to make early consideration of the potential impacts of your proposal with regards to individuals, areas, cohesion, inclusion, the environment and health. You will need to review the impact table once you have completed your assessment to ensure that all impacts are clearly highlighted in the final document.

Once you have completed the table the form will guide you to explain your judgements and then, as appropriate, identify in the action plan how you will be able to enhance and maintain any positive, and mitigate any negative, impacts of your proposal in line with the council’s mission and values.

This form will also help you to identify if you need further specialist advice or whether a more detailed Environmental or Health Impact Assessment may be required.

For your convenience, please see links to key Corporate and Partnership documents that may help you as you complete this IIA.

Corporate Plan

<http://intranet/SupportServices/Document%20library/Corporate%20plan%2011th%20July%202011.doc>

Equality Charter

<http://intranet/SupportServices/socialjustice/Document%20library/Equality%20charter.pdf>

Social Justice Framework

http://www.luton.gov.uk/Community_and_living/Lists/LutonDocuments/PDF/Social%20Justice/Social%20Justice%20Framework%202012%20-2026.pdf

Family Poverty Strategy

http://www.lutonforum.org/Forum/Documents/Family-Poverty-Strategy-Final-October2011_001.pdf

Joint Strategic Needs Assessment (JSNA)

http://www.luton.gov.uk/Council_government_and_democracy/Lists/LutonDocuments/PDF/Consultation/Reports/Final%20JSNA%202011.pdf

Community Involvement Strategy

<http://www.lutonforum.org/Forum/Documents/CISfinaljune2010.pdf>

Proposal Title: Review of Learning Disability Day Services

Date of IIA: 5/3/13

Lead Officer Name: Harminder Patel

Seen By: Sandra Legate 11/3/13
SJU (Name/Date)

Signed Off By:
Bundle Lead/Head of Service
(Name/Date)

Please provide an outline description of your proposal:

The project started with a report to Executive on 10th September 2012. The request was to get a steer in order to consult on day services for people with learning disabilities. There was also some discussion on location of services for respite and day care on the same site. A number of models were up for discussion and this was developed to create one model to consult on, based on the principles given in the Outline Business Case (July 2012). Final agreement is sought on 25th March 2013 from Executives for an agreement and a model of future provision of day care. At this time we are not able to fully state what the impact will be as more detailed profiling will take place following Executive approval on the model. The model and any changes to job description can only be fully analysed when this is clearly known.

A consultation and IIA has been undertaken on respite services, however we will undertake a new IIA at a later stage including effect on customers.

Please list other contributors and stakeholders involved in the preparing of this assessment:

**Polly Parrish
Harminder Patel
Sandra Legate
Tracey Brennan**

If there is any potential impact on staffing you must invite trade union involvement in the preparation of this assessment:

IMPACT TABLE

The purpose of this table is to consider the potential impact of your proposal against the Equality Act 2010 'protected characteristics' and other key priorities of Community Cohesion, Social Inclusion, Health and Environment. We also ask you to consider potential outcomes against the key priorities of our Corporate Plan (see link).

Once you have completed this process you should have a clearer picture of any potential significant impacts*, **positive**, **negative** or **neutral**, on People or Places as a result of your proposal. The rest of the questions on this form will help you clarify impacts and identify an appropriate action plan.

("Significant impact" means that the proposal is likely to have a noticeable effect on specific section(s) of the community greater than on the general community at large).

In relation to the protected characteristics below, will the proposal have an impact in relation to the outcomes below?

Please fill out this table as much as you can initially. Once you have completed the rest of the form, come back and complete as appropriate	Impact Identified	Outcomes Having identified the impact will it contribute to any of the following Council priorities below?		
		Empower, support & protect the vulnerable (Equality)	Improve life & learning opportunities for all (Inclusion)	Improve health & reduce health inequalities (Health)
PEOPLE	delete as applicable from the selection below <input checked="" type="checkbox"/> = Positive <input checked="" type="checkbox"/> = Negative <input type="checkbox"/> = Neutral			
Race	<input type="checkbox"/>		N/A	N/A
Gender	<input type="checkbox"/>	N/A	N/A	N/A
Disability	<input checked="" type="checkbox"/>	Yes	Yes	Yes
Sexual Orientation	<input type="checkbox"/>	N/A	N/A	N/A
Age	<input type="checkbox"/>	N/A	N/A	N/A
Religion/Belief	<input type="checkbox"/>	N/A	N/A	N/A
Gender Reassignment	<input type="checkbox"/>	N/A	N/A	N/A
Pregnancy/Maternity	<input type="checkbox"/>	N/A	N/A	N/A
Marriage/Civil Partnership (HR issues only)	N/A	N/A	N/A	N/A
Care Responsibilities ¹ (HR issues only)	N/A	N/A	N/A	N/A
PLACE				
Strengthen community cohesion	<input checked="" type="checkbox"/>	Yes	Yes	Yes
Tackling poverty/ promoting social inclusion	<input checked="" type="checkbox"/>	Yes	Yes	Yes
Area/Wards affected All Wards	<input checked="" type="checkbox"/>	Yes	Yes	Yes

¹ This is a Luton specific priority added to the 9 protected characteristics covered under the Equality Act and takes into account discrimination by association.

ENVIRONMENT				
Protect and enhance the quality of the natural and built environment	<input checked="" type="checkbox"/>	Yes	Yes	Yes
HEALTH				
Promoting health and wellbeing	<input checked="" type="checkbox"/>	Yes	Yes	Yes

Please answer the following questions to help you identify any actions you may need to take with regards to impacts of this proposal

1. Consultation

1.1 Have you made use of existing recent research, evidence and/or consultation to inform your proposal? Please insert links to documents as appropriate.

If you would like to know of any potentially relevant research already carried out, please click on the following link below to ***LBC Consultation Portal***

For other local statistics and information, click on the following below link for ***Luton Observatory***

Guidance Notes:

If no use has been made of research, please contact the Consultation and Engagement Team At Communitycon@luton.gov.uk and/or the Research & Intelligence Team at research.intelligence@luton.gov.uk

[Click here for LBC Consultation Portal](#)

[Click here Luton Observatory](#)

**Insert any links to reference websites below.
One per space only**

**Insert any relevant files in the spaces below.
One per space only**

[For advice and support from Consultation Team click here](#)

These proposals will affect all adults with a learning disability accessing day services, particularly those at Bramingham day centre. It will also have an impact on the service delivery for young people coming through transition services.

130 customers in total (* includes Bramingham customers and those in receipt of day care from New Horizons – original figures in the outline business case stated 139 customers, however the figures fluctuate as people e.g. move out of the area).

Male	73
Female	57
White/ British	87
Black/ Afro-Caribbean	15
Asian	28
Under 65	120
Over 65	10

We are aware of a projected figure of 96 young people coming through transitions in the next 5 years (aged 13-17). Information was gathered about the needs of these individuals and future aspirations from transitions service and the carers of young people. Young people will be encouraged to input their ideas about how they would like their day service to be delivered in the next phase. Direct input from young people will be gathered through the assessment and care planning process.

The project received a significant amount of support from the Consultation Team. This was to ensure the proposal was approved by the 'Ethics Committee'; That the project group worked in line with the 'Gunning Principles' throughout consultation process and in the development of a series of questionnaires for carers of people who use services, carers of individuals in transitions and carers who are currently accessing non-LBC day services

1.2 Have you carried out any specific consultation with people likely to be affected by the proposal? (if yes, please insert details, links to documents as appropriate).

Guidance Notes: If no, please explain why this has not been done - you may wish to speak to the Consultation Team first as a lack of sufficient consultation could render this IIA invalid and place the Council at risk of Judicial Review.

Following a decision from Executive in September to allow the project group to consult on day services for people with a learning disability, the consultation programme started with a report to the Learning Disability Partnership Board. A number of consultation sessions were held over a 3 month period in order to take account of the views of customers who currently use services, carers, staff and other key stakeholders e.g. residential care providers.

The consultation included the following:

- **Briefing sessions for:**
 - **Customers (people who use services)**
 - **Carers**
 - **Stakeholders and**
 - **Staff**
- **Café events for**
 - **Customers**
 - **Carers**
 - **Stake holders and**
 - **Staff**
- **Questionnaires were sent to carers of individuals using day services; carers of young people in transition and carers of individuals who receive day services form an external provider. In total 284 questionnaires were distributed.**
- **A profiling exercise of detailing the needs of each customer that is currently in receipt of day services and of those young people that will transition into the service over the next 5 years was carried out.**

The consultation was supported by the Corporate Consultation team and undertaken in accordance with the Gunning principles. Carers and customers have been supported through the process by advocacy services.

All customers were made aware of the consultation A total of 155 people attended the briefing sessions and 126 people in total came to one of the café events. In total 78 questionnaires were returned. As response rates were generally considered to be low, this figure was achieved by a number of follow up telephone calls being made to carers.

The overall conclusion from the contributors to the consultation process was that there was support for a move to community-based service with only those with the complex needs or

challenging behaviours continuing in a building based project, providing there is a good transport process and that there is continuity of support. No specific sites were discussed, however, the limitations of the Bramingham Centre were noted and there was no strong opposition to moving to new locations. Separate bases for the complex health needs and challenging behaviour groups were favoured and there is general support for the co-location of the day centre for adults with complex needs with the new respite unit.

The majority of carers responses were from those of people with complex needs who would remain in a building based service and, therefore, it will be essential in the next phase of the project to ensure that customers and carers with moderate needs that will move to the community based service are fully involved in the development of the service and in planning their individual care programmes.

In relation to profiling, this has provided a general indication of the numbers for each element of the service and the potential activities that will be required, however, it is essential that this information is robust and, therefore, it is proposed to undertake independent assessments to verify the result of the profiling.

[For advice & support from the Social Justice Unit click here](#)

2. Impacts on People

2.1 Where you have identified a **positive*** impact please explain the nature of this impact.

Guidance Notes:

If you identify positive impacts with regards to one or more groups listed above please outline how these can be enhanced and maintained against each group identified. Specific actions to be detailed in action plan below.

**By positive impact we mean, is there likely to be a noticeable improvement experienced by people sharing a characteristic?*

The service will have a specialist facility that is fit for purpose and able to meet the needs of people with a learning disability who have a profound physical disability or enduring health conditions. Customers will have greater opportunity to access community resources and facilities. The service will enable more people with a learning disability to utilise local day services where otherwise they would need to access day care outside of Luton. Keeping people safe will be a priority.

2.2 Where you have identified a **negative*** impact please explain the nature of this impact.

Guidance Notes:

Please use this box to explain why you feel the proposal may be negative and outline what the consequences will be against each group identified. You will need to identify whether mitigation is available, what it is and how it could be implemented. Specific actions to be detailed in action plan below.

**By negative impact we mean is there likely to be a noticeable detrimental effect on people sharing a characteristic?*

If you can identify no mitigation with regards to negative impacts on one or more of the protected groups you must contact the Social Justice Unit – Click the email link box above.

Whilst it is felt the final outcome would be positive on the lives of people with learning disabilities and their carers, it is recognised that whole sale change can cause anxiety, particularly for those with specific disorders i.e. Autism. Also there are a large number of customers who are in their late 50's and we need to recognise that people with a learning disabilities can present with ill health that is associated with those who are much older in the community. There are more customers from a White British background. It is also acknowledged that some carers may find the transition to a new model challenging and the project groups need to be sensitive to this.

2.3 Where you have identified a **neutral*** impact for any group, please explain why you have made this judgement.

Guidance Notes:

You need to be confident that you have provided a sufficient explanation to justify this judgement.

**By neutral impact we mean that there will be no noticeable impact on people sharing a characteristic*

[For advice & support from the Social Justice Unit click here](#)

3. Impacts on Cohesion

If you have identified an impact on community cohesion, please describe here what this may be and who or where you believe could be affected.

Guidance Notes:

By 'impact on community cohesion' we mean - is the proposal likely to have a noticeable effect on relations within and between specific section(s) of the community, neighbourhoods or areas.

You will need to consider here actions to enhance and maintain positive impacts and how to mitigate negative impacts.

Specific actions to be detailed in action plan below.

If you can identify no mitigation with regards to negative impacts on community cohesion you must contact the Social Justice Unit – Click email link box above

The community model fits in with the Council's Neighbourhood strategy whereby services should be integrated amongst the community and enable customers to access services that are local. This model will enable people with a learning disability to be full participants in their community.

[For advice & support from the Social Justice Unit click here](#)

4. Impacts on Poverty & Inclusion

If you have identified an impact on tackling poverty/promoting social inclusion, please describe here what you believe this would be and who you believe would be affected.

Guidance Notes:

By poverty and inclusion we mean - is the proposal likely to have a noticeable effect on households that are vulnerable to exclusion, e.g. due to poverty, low income and/or in areas of high deprivation.

You need to consider here actions to enhance and maintain positive impacts or mitigate negative impacts.

Specific actions to be detailed in action plan below

If you can identify no mitigation to negative impacts on tackling poverty or promoting social inclusion you must contact the Social Justice Unit for advice - [Click email link box above](#)

There will be an impact on inclusion; the final outcome is on integration, independence and choice recognising that customers will also have the ability through direct payment to consider where to have day care. There are clear areas of customer need at present which can be broadly broken down by Autistic Spectrum / Challenging behaviours / Dual diagnosis / Profound and Complex / Sensory / Mild to Moderate and those within New Horizon pathways(i.e. employment and volunteer opportunities), all of whom are stakeholders. We also recognise that, as well as present needs, there are increasing needs with 96 customers coming through transition from Children's Services in the next 5 years. Over 60% of customers in the future requiring support will have complex needs.

5. Health & Wellbeing

If you have identified an impact with regards to promoting Health and Wellbeing please consider the questions below in more detail.

5.1 Please describe what this impact is and who may be specifically affected by the proposal.

Guidance Notes:

By impact on health and wellbeing we mean - is there the potential for a positive or negative impact on the physical, mental or social well-being of an individual / group. You need to consider here actions to enhance and maintain positive impacts or mitigate negative impacts.

Specific actions to be detailed in action plan below

If you are unable to identify mitigation to questions 5.1 and 5.2 then you must contact the Public Health Team for advice. - Click email link box above

Health and wellbeing is of major importance, the service is required for the care and support and future prevention needs of people with learning disabilities and their families. A H.I.A will need to be prepared once the proposals have been fully considered.

5.2 Will the proposal impact positively or negatively on access to, and /or quality of, health and wellbeing services?

Guidance Notes:

By Health and Wellbeing services we mean clinical services as well as, for example, health improvement services such as Stop Smoking, weight management, alcohol and drug services, exercise programmes, affordable warmth, falls prevention etc.

You need to consider here actions to enhance and maintain positive impacts or mitigate negative impacts

Specific actions to be detailed in action plan below.

If you are unable to identify mitigation to questions 5.1 and 5.2 then you must contact the Public Health Team for advice. - Click email link box above

If approval is given for a new specialist building to be constructed, it is anticipated that existing relationships with Health and wellbeing services will be strengthened. There is an expectation that the building will be used by other health professionals to provide support to individuals with a learning disability. This partnership with health and well-being services illustrates that the proposal would have a positive impact.

[For advice and support from the Strategy & Sustainability Team click here](#)

6. Impacts on the natural & built environment

If you have identified an impact on the natural and built environment please consider the questions below.

Are there aspects of this proposal that may:

- a) help in reduction of greenhouse gas emissions, produced by the burning of fossil fuels (i.e. coal, oil), which is likely to add to the effects of climate change
- b) have an effect on conservation of energy, water, minerals and materials
- c) have an impact on the amount of waste that could be generated through the implementation of the proposal
- d) impact positively or negatively on access to and the quality of the natural environment (e.g. parks, play areas, green spaces, conservation areas)
- e) improve people's or infrastructure's resilience towards extreme weather conditions
- f) affect amount of car journeys to/from a particular site

Guidance Notes:

If you identify positive impacts with regards to questions please outline how these can be enhanced and maintained. If you identify negative impacts in response to questions then you will need to explain any actions that you intend to take to mitigate these impacts.

Specific actions to be detailed in action plan below

If you are unable to identify mitigation with regards to questions 6.a-f then you must contact the Strategy and Sustainability Team at myclimate@luton.gov.uk as a more detailed specialist consideration of this proposal will be necessary. Click email link box above

a) If a new build is approved there will be a positive impact on the environment. The existing service is based in a building that requires substantial improvements. Any new build will incorporate key building legislative requirements in its construction and be more energy efficient.

b) If the community based model is accepted as a concept, this will improve people who use services opportunity to access the natural environment.

c) Transport issues experienced by people who use services will need to be reviewed as, rather than transport arriving to one site (as is the current situation), transport will need to enable people to be dropped off at a number of sites across the town. This could be a positive impact as the amount of transport is not likely to increase, but journeys will be dispersed through out the locality.

d)

e)

f)

Please detail all actions that will be taken to enhance and maintain positive impacts and to mitigate any negative impacts relating to this proposal in the table below:

Action	Deadline	Responsible Officer	Intended Outcome	Date Completed/ Ongoing
Customers, carers, staff and key stakeholders to be fully engage in the development of a full business plan	March 2014	Tracey Brennan	Customers will be accessing the activities they have requested and the service is delivered in a way that meets their needs	
Customers, carers and staff are fully engaged in the development of a specification of a new building for day services and respite care	December 2013	Asset Management	The design of the building will create a facility that is fit for purpose for the future and will meet the needs of those who will use it.	

A review of the action plan will be prompted 6 months after the date of completion of this IIA

Key Contacts:

Harminder Patel – Service Manager for people with learning disabilities

Tracey Brennan – Commissioning Manager

Rick Donnelly – Asset Management

Summary of Findings and Actions (for publication and to be written by the author)

Following the consultation process, the review of the IIA illustrates that the recommendation to create specialist services and in particular a new build from which some people will receive

a service was positively received.

The recommendation to also create a community model to enable customers to access local facilities was supported on the basis that issues such as transport and continuity of care are appropriately addressed. Officers have given a commitment that these concerns will be incorporated into the work plan through specific work streams.

A full business plan to facilitate the infrastructure of the community model needs to be written in the next phase of the project, if approval is given to the recommendations by Executive.

Next Steps

- All Executive Reports must have an IIA attached (where relevant)
- All report authors must complete the IIA section of Executive Reports (equalities, cohesion, inclusion, health, environment)
- All reports are to be forwarded to the Social Justice Unit, Public Health and Strategy & Sustainability Unit for sign off in time for Executive deadline
- Social Justice Unit, Public Health and Strategy & Sustainability Unit to highlight key points of concern from IIA in their sign off comments
- On the rare occasion that the Social Justice Unit are unable to sign off the report, e.g. recommendations are in breach of legislation, a statement will be submitted by Social Justice Unit Manager or Equality and Diversity Policy Manager
- Completed and signed IIA's will be published on the internet once the democratic process is complete