

Equality Impact Assessment Form

[screentip-sectionA](#)

1. Document Control

1. Control Details

Title:	Short Breaks for Disabled Children
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Strategic Budget EIA: Y/N	N
Exempt from publication Y/N	N

2. Document Amendment Record

Version	Author	Date	Approved
1	Lisa Lopez	16/01/20	

3. Contributors/Reviewers

Name	Position	Date

4. Glossary of Terms

Term	Description
Framework	A type of contract which can have a number of providers, but providers are only paid for activities they carry out (for example, at an hourly rate). There is not normally any guarantee of business to the provider.
Personal budget	An agreed amount of money that is allocated to the citizen by the local authority (and potentially other funding streams) following an assessment of the citizen's care and support needs. The personal budget is a statement of the amount of money needed to meet the citizen's eligible social care needs.
Direct Payments	Citizens with an assessed need are allowed to take their person budget as a cash payment in lieu of the services they have been assessed as needing. This is intended to give citizens greater choice and control of their care and support.

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2. Assessment

1. Brief description of proposal / policy / service being assessed

Short breaks are specialist services for disabled children/young people and their families, to enable the child/young person to take part in activities, whilst giving their families a break. Short breaks are accessed through Nottingham City Council's Personal Budgets Team and are based on assessed need – a range of activities and support must be provided in line with the needs of the child/young person.

Nottingham City Council has historically struggled to commission short breaks services. Numerous models have been tried previously with little success, leaving gaps in the market. In order to support development of the provider market, and secure both increased choice for families and stability for providers, it is proposed to commission the following services:

- Short breaks group activities as a 'framework' contract, but that additional funding is made available for providers who would not otherwise be able to develop services in Nottingham City. This funding would be available as a one-off payment of up to £10,000 per provider (for up to 6 providers) as part of the procurement application process, and would be awarded based on the provider clearly identifying a business need for this additional funding.
- One-to-one support for families of children/young people with lower levels of identified need.

Proposals for this service model have been developed in line with feedback from service providers, citizens, and internal colleagues within the Short Breaks and Whole Life Disability teams.

The proposed new services align to the Short Breaks pathways, and form part of a range of services which are delivered through a combination of in-house service provision and commissioned services, reduce gaps in service provision.

The services contribute to Nottingham City Council's statutory obligations to disabled children and their families under the Breaks for Carers of Disabled Children regulations (2011), the Children and Families Act (2014) and the Chronically Sick and Disabled Persons Act (1970).

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2. Information used to analyse the effects on equality:

No monitoring information is currently available as these services are not currently in place.

The new services are informed by the following published documents –

- Breaks for Carers of Disabled Children regulations (2011)
- Children and Families Act (2014)
- Chronically Sick and Disabled Persons Act (1970)
- Framework for the Assessment of Children in Need and their Families (2000)
- DDM 2330 - Procurement of Short Breaks services for disabled children

As part of a Short Breaks Strategic Commissioning Review, analysis of existing services and support took place. Face-to-face consultations took place with families accessing short breaks at Crocus Fields and The Villas overnight short breaks units. Rainbow PCF and Nottingham Futures carried out engagement with families on behalf of Nottingham City Council, and an online questionnaire was available via SurveyMonkey for those families unable to attend face-to-face consultations.

A Stakeholder Engagement event took place in October 2019 which was attended by a wide range of professionals from Nottingham City Council Short Breaks and Social Care teams, staff from Crocus Fields and The Villas, health professionals, CCG colleagues and providers. All providers from Ask Lion and those who deliver locally were invited. Following this meeting all providers were contacted and offered the opportunity for a conversation about their service and the proposed model. Key themes from consultations are –

- Most families found the application process for Short Breaks acceptable, but it's more difficult to find services – there is a waiting list for our internal one-to-one service (link workers), and there is only one group activity accessible to families without using Direct Payments.
- A common complaint regarding Direct Payments is that there is very little available for families to purchase. Families mainly use Direct Payments to pay Personal Assistants. This works well for families who already have a friend/relative they can pay to provide care, but for those families without this resource it's difficult to find someone to employ for this purpose.
- Families want to see more capacity in the services (more one-to-one support), and group activities that are local and able to cope with children/young people with behaviour that challenges, and services that provide life skills, independence training and travel training
- (as well as services that provide other types of breaks – these are being considered separately within the Short Breaks review)

- Young people with disabilities want what any other young person wants – they want to go out and take part in activities, and to spend time with their friends. Sometimes their disabilities get in the way and make it harder for them to do this – such as not being able to go to a friend’s house, not being able to get to places or try new things. The function of one-to-one support is to take young people with disabilities out into their local communities, help them engage in activities in the community and do things they wouldn’t otherwise be able to do.
- Both Health and Social Care professionals identified that many families aren’t getting the care and support they have been assessed as needing, due to lack of services and lack of capacity in the existing services.
- There are a number of providers working with disabled children in Nottingham City and Nottinghamshire County, most of whom are very small charitable organisations with very limited resources. These providers are not currently contracting with Nottingham City Council, so can only be accessed by families paying for support themselves, or those purchasing the services as a Direct Payment. This creates inequity for those families who feel unable to manage Direct Payments in addition to their existing family pressures.
- Many providers identified that, as very small organisations, they are not in a position to take contracts on a payment on activity model so would not sign up to framework contracts. Providers would not be able to cover the costs of employing staff, appropriate training and registrations, venue hire, booking processes etc., without any guarantee of income. Providers would be supported by having some guaranteed income, as well as good links to the team/s referring families to them.

Feedback from these consultations has been used to shape the service model.

A summary of the analysis from the Short Breaks review, and feedback from the Short Breaks stakeholder event, can be found in the documents below -



Short Breaks
Analysis presentation



Feedback - Short
breaks Event

3. Impacts and Actions:

screentip-sectionD	Could particularly benefit X	May adversely impact X
People from different ethnic groups.	<input type="checkbox"/>	<input type="checkbox"/>
Men	<input type="checkbox"/>	<input type="checkbox"/>
Women	<input type="checkbox"/>	<input type="checkbox"/>
Trans	<input type="checkbox"/>	<input type="checkbox"/>

<u>Disabled people or carers (children/young people with disabilities and their parents/carers).</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pregnancy/ Maternity	<input type="checkbox"/>	<input type="checkbox"/>
People of different faiths/ beliefs and those with none.	<input type="checkbox"/>	<input type="checkbox"/>
Lesbian, gay or bisexual people.	<input type="checkbox"/>	<input type="checkbox"/>
Older	<input type="checkbox"/>	<input type="checkbox"/>
Younger	<input type="checkbox"/>	<input type="checkbox"/>
Other (e.g. marriage/ civil partnership, looked after children, cohesion/ good relations, vulnerable children/ adults).	<input type="checkbox"/>	<input type="checkbox"/>
<i>Please underline the group(s) /issue more adversely affected or which benefits.</i>		

<p style="text-align: right;"><u>screeentip-sectionE</u></p> <p>How different groups could be affected (Summary of impacts)</p>	<p style="text-align: right;"><u>screeentip-sectionF</u></p> <p>Details of actions to reduce negative or increase positive impact (or why action isn't possible)</p>
<p><u>Disabled people or carers (children/young people with disabilities and their parents/carers).</u></p> <p>Children and young people with disabilities will benefit from an increased capacity and range of services and activities. This will create more opportunities and greater choice for the young people, and enable to have lives that are more comparable to the lives of children/young people without disabilities.</p> <p>The new services will benefit the parent/carers of disabled children/young</p>	<p>1 Actions will need to be uploaded on Pentana.</p> <ul style="list-style-type: none"> • Incorporate feedback from consultations with stakeholders and citizens into service development (December 2019 – April 2020). • Include stakeholders and service users in developing the services, including taking part in developing the service specification and scoring the bids in the tender process (December 2019 – April 2020).

<p>people by increasing the capacity and range of services, and therefore increasing the opportunities for the families to access the breaks that they have been assessed as needing. This gives parent/carers the change to spend time with partners and/or other children, or have time to themselves, and reduces stress and the likelihood of family breakdown.</p>	<ul style="list-style-type: none"> • Work with successful provider/s to ensure maximisation of opportunities to improve citizen’s access to, and experience of, the short breaks services (April/May 2020 and ongoing throughout the contract). • Contract management to ensure expected positive outcomes for citizens are met (May 2020 and ongoing throughout the contract). The contract will include the requirement to report equalities information as part of the quarterly monitoring returns. • Support promotion of the new short breaks services to Short Breaks, Personalisation and Whole Life Disability colleagues to ensure awareness of contact details and booking arrangements for the new services (May 2020 and ongoing throughout the contract). • Review contract monitoring information as part of the ‘Review’ phase of the commissioning process after the service has been in place for one year, and then on an annual basis as part of standard contract monitoring processes (June 2021). • Refresh the EIA in the event of any further changes to services.
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4. Outcome(s) of equality impact assessment:

<input checked="" type="checkbox"/>	No major change needed	<input type="checkbox"/>	Adjust the policy/proposal
<input type="checkbox"/>	Adverse impact but continue	<input type="checkbox"/>	Stop and remove the policy/proposal

5. Arrangements for future monitoring of equality impact of this proposal / policy / service:

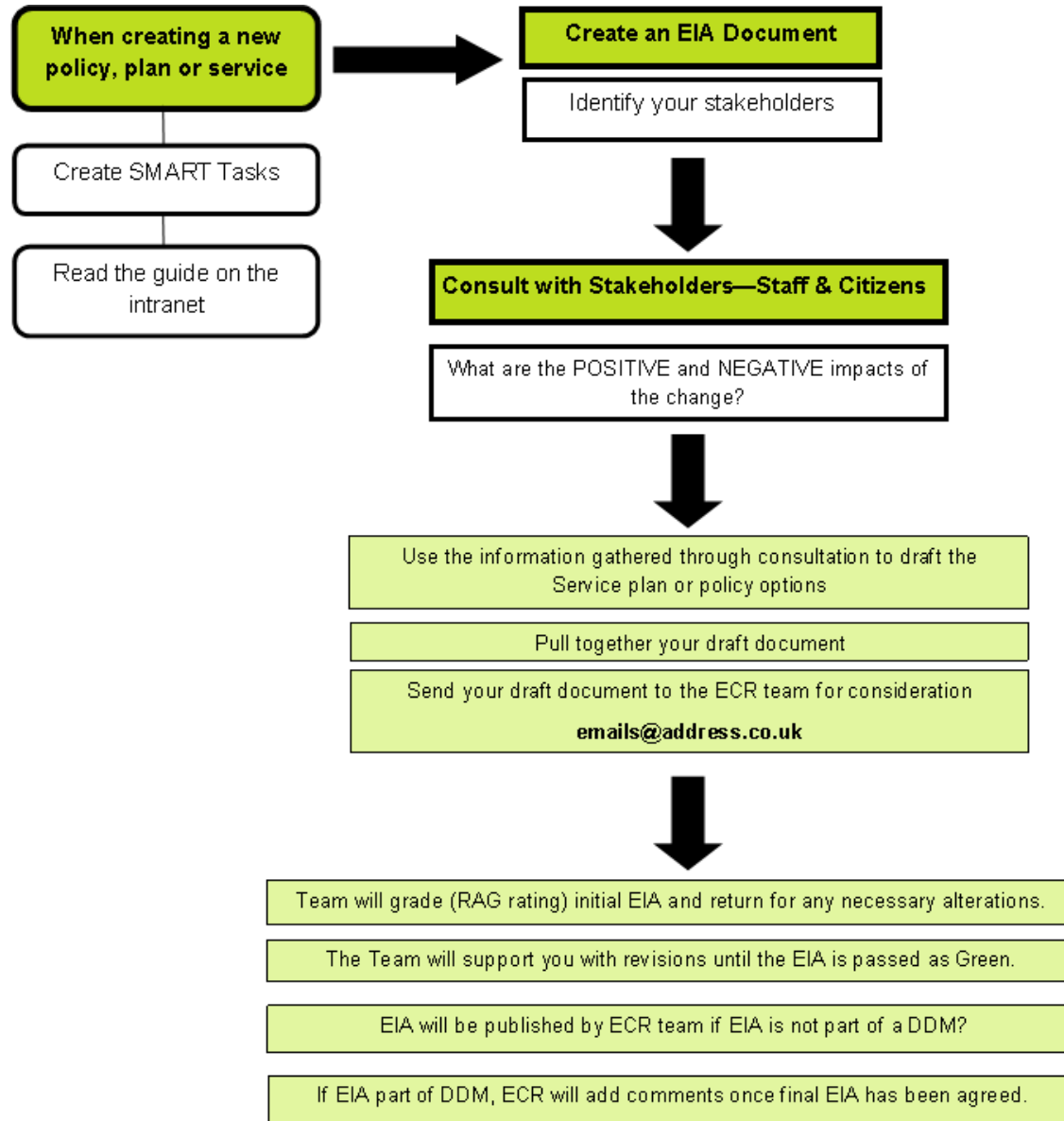
The contract for the proposed new service will be performance-managed by Nottingham City Council. The contract will include the requirement to report equalities information as part of the quarterly monitoring returns. This information will be submitted to the Contracts team. The information will be reviewed as part of the 'Review' phase of the commissioning process after the service has been in place for one year, and then on an annual basis by the Contracts team as part of standard contract monitoring processes. This EIA will be refreshed in the event of any further changes to services.

6. Approved by (manager signature) and Date sent to equality team for publishing:

Approving Manager: The assessment must be approved by the manager responsible for the service/proposal. Include a contact tel & email to allow citizen/stakeholder feedback on proposals. Manager: Chris Wallbanks Email: Chris.Wallbanks@nottinghamcity.gov.uk Tel: 0115 8764801	Date sent for scrutiny: 16/01/20 Send document or Link to: equalityanddiversityteam@nottinghamcity.gov.uk
SRO Approval:	Date of final approval:

Before you send your EIA to the Equality and Community Relations Team for scrutiny, have you:

1. Read the guidance and good practice EIA's
<http://intranet.nottinghamcity.gov.uk/media/1924/simple-guide-to-eia.doc>
2. Clearly summarised your proposal/ policy/ service to be assessed.
3. Hyperlinked to the appropriate documents.
4. Written in clear user-friendly language, free from all jargon (spelling out acronyms).
5. Included appropriate data.
6. Consulted the relevant groups or citizens or stated clearly, when this is going to happen.
7. Clearly cross-referenced your impacts with SMART actions.



KEY
EIA— Equality Impact Assessment
ECR— Equality & Community Relations Team
DDM—Delegated Decision Making