

Nottingham City Council Delegated Decision



Nottingham
City Council

Reference Number:	4312
Author:	Richard Groves
Department:	Children and Adults
Contact:	Richard Groves (Job Title: Service Provision Manager, Email: richard.groves@nottinghamcity.gov.uk, Phone: 07908136524)
Subject:	Establish the Nottingham Pathway Service
Total Value:	£150,542 (Type: Revenue)
Decision Being Taken:	<p>a) To support the creation of a Nottingham Pathway Service to support learning disabled adults in Nottingham to become as independent as possible and access mainstream community services and become less reliant upon traditional type services by approving £150,542 for the establishment of five permanent posts to deliver this Service (Portfolio Holder Decision);</p> <p>b) to establish and recruit to five permanent positions (1 FTE Senior Community Care Officer at Grade G and 4 FTE Review and Enablement Officers at Grade E) (Non-Executive Officer Decision under Delegation 16)</p>
Reasons for the Decision(s)	<p>This initiative is part of the Nottingham City 'Better Lives, Better Outcomes' strategy for adult social care. In the face of Government cuts to local funding, Nottingham needs a sustainable social care system for its people which helps people live better lives and provides best value to the public purse. Nottingham City Council will assist people to live full and better lives through enabling them to do what they can for themselves, helping friends and families that provide care to have the best possible support, providing connections to others who can help with this from within Nottingham's caring communities. Where people do need more support, that support will be focused on promoting wellness and maximising independence.</p>
Other Options Considered:	<p>1- Do nothing and not create a Nottingham Pathway service. This is not an option as there needs to be more progressive services as an option to support learning disabled adults and help them become less reliant upon traditional day services.</p> <p>2- Establish a Nottingham Pathway service - This is the preferred option as this will generate new and sustainable meaningful daytime occupational outcomes for learning disabled adults.</p>
Background Papers:	n/a

Published Works:	n/a
Affected Wards:	Citywide
Colleague / Councillor Interests:	There are no colleagues or Councillor interests on this subject.
Consultations:	Those not consulted are not directly affected by the decision.
Crime and Disorder Implications:	There are no crime and disorder implications related to this decision.
Equality:	Please login to the system to view the EIA document: Pathway eia-2021-form Final.docx
Relates to staffing:	Yes
Decision Type:	Portfolio Holder
Subject to Call In:	Yes
Call In Expiry date:	06/08/2021
Advice Sought:	Legal, Finance, Human Resources, Equality and Diversity
Legal Advice:	<p>If this proposal is accepted then in accordance with section 7 of the Local Government and Housing Act 1989, all appointments should be made on merit.</p> <p>In addition, with regards to any potential equal pay issues, the pay relating to the proposed new posts should be assessed in accordance with the Nottingham City Council's pay policy. Advice provided by Aman Patel (Solicitor) on 30/03/2021.</p>

Finance Advice:

This decision seeks approval to make permanent the Nottingham Pathway Service from 1 April 2021 due to the reasons outlined by the report author.

The total cost of implementing this structure on a permanent basis is c£0.150m per annum including on costs (5 fte).

As this team already exists on a temporary basis funded from recurrent budget incorporated within the Medium Term Financial Plan, this decision seeks approval for the permanent realignment of budget to cover the team costs from 2021/22+.

This decision should only be approved if business critical and the service need for these proposals outweighs the potential to release a saving in to the wider Council financial position.

The appropriate adjustments will be made within the Council Pay Model and budgets if approved.

Advice provided by Hayley Mason (Strategic Finance Business Partner) on 09/04/2021.

Equality and Diversity Advice:

Staff impact - A decision not to proceed could impact staff adversely as three of the five substantive posts are proposed for deletion as part of the current day service structure and active consultation. The protected characteristics of staff have been taken into consideration however due to small numbers equality monitoring information is not included in the EIA, as the data is person identifiable due to small numbers. In addition, due to small numbers it is difficult to meaningfully assess whether there would be any disproportionate equalities implications and therefore a further EIA and the wider implications will be taken into account in a holistic workforce EIA in the event that this proposal is not agreed.

Citizen/ service user impact - In making the decision, the decision maker must pay due regard to the aims of the Public Sector Equality Duty to eliminate discrimination, harrassment, victimisation and any other conduct prohibited by the Equality Act 2010, to advance equality of opportunity between those who share a protected characteristic and those who do not and to foster good relations between those who share a protected characteristic and those who do not. Protected characteristics under the Equality Act 2010 are race, religion or belief, sex, sexual orientation, gender reassignment, marriage and civil partnership, pregnancy and maternity, disability, age. The findings of the Equality Impact Assessment and the data used to inform the proposal, including any consultation and engagement should be used to influence the final decision. Advice has been provided directly to the EIA author on the contents of EIA to request that detailed information on the impacts for specific protected characteristics be added or made available within the EIA.

HR Advice:

Please see attached for HR Advice Advice provided by Labeeb Aslam (HR Consultant) on 19/03/2021.

Advice documents: Nottingham Pathway Service DDM HR Advice.docx

Signatures

Adele Williams (Portfolio Holder for Adults and Health)

SIGNED and Dated: 29/07/2021

Catherine Underwood (Corporate Director for People)

SIGNED and Dated: 27/07/2021

Equality Impact Assessment Form

[screentip-sectionA](#)

1. Document Control

Control Details:

Title: If this is a budget EIA please ensure the title is the same as the title used within the budget booklet	Nottingham Pathway Service
Author:	Richard Groves
Director:	Sara Storey
Department:	Peoples
Service Area:	Adult Provision
Contact details:	07908136524 richard.groves@nottinghamcity.gov.uk
Strategic Budget EIA: Y/N (Does this EIA have an impact on the budget) If yes, please include the reference number	No
Exempt from publication: Y/N (All EIA's are published on Nottingham Insight for public viewing unless specified. Exemption criteria is available on the EIA section on the Intranet)	No

2. Document Amendment Record:

Version	Author	Date	Approved

3. Contributors/Reviewers (Anyone who has contributed to this document will need to be named):

Name	Position	Date
Richard Groves	Service Provision Manager	17/03/21
Paul Haigh	Head Of Service	17/03/21
Rosey Donovan	Equality and Employability Consultant	23/03/2021
Hannah Watkins	Diversity and Inclusion Lead	09/06/21

4. Glossary of Terms

Term	Description
BAME	Black, Asian and Minority Ethnic

[screentip-sectionB](#)

5. Summary

(Please provide a brief description of proposal / policy / service being assessed)

This decision seeks for the Nottingham Pathway Team to be made permanent at the end of the temporary contract. The team consists of 1 Full Time Equivalent, Senior Community Care Officer and 4 Full Time Equivalent, Review and Enablement Officers. The Nottingham Pathway Team is jointly run by Specialist Services and Adult Provision within Peoples Directorate.

This initiative is part of the Nottingham City “Better Lives, Better Outcomes” strategy for adult social care. In the face of government cuts to local funding, Nottingham needs a sustainable Social Care System for its learning disabled people which helps them live better lives and provides best value to the public purse. Nottingham City Council will assist people to live full and better lives through enabling them to do what they can for themselves, helping friends and families that provide care to have the best possible support, providing connections to others who can help with

this from within Nottingham’s caring communities. Where people do need more support, that support will be focused on promoting wellness and maximising independence.
 The Nottingham Pathway requires an investment to create a different offer to the current commissioned community support for those people with mild/moderate learning disability to be part of their local communities and gain skills which will continue to achieve better outcomes but also reduce reliance on statutory support.

screeintip-sectionC

6. Information used to analyse the effects on equality:

(Please include information about how you have consulted/ have data from the impacted groups)

Nottingham Pathway Outcomes Tracker.
 Nottingham Pathway Waiting List
 Discussions with team members.
 Report: DAY SERVICES FOR ADULTS WITH LEARNING DISABILITIES A GOOD LIFE INQUIRY (November 2020, WiT Partnership LTD)

7. Impacts and Actions:

<u>screeintip-sectionD</u>	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"/>
Disabled people or carers.	X	<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>How different groups could be affected (Summary of impacts)</p> <p style="text-align: right;"><u>screeentip-sectionE</u></p>	<p>Details of actions to mitigate, remove or justify negative impact or increase positive impact (or why action isn't possible)</p> <p style="text-align: right;"><u>screeentip-sectionF</u></p>
<p>A successful pilot was completed in 2018 and 2019 based on the "Kent Model" of progression, where citizens with mild /moderate Learning Disability were offered a new "Nottingham Pathway" service. This 12 week outcome focused training programme has</p>	

included travel training, meal preparation and support with employment opportunities.

From September 2019 to March 2020 (when the service was placed on hold due to the pandemic) the Nottingham Pathway service had successfully enabled 16 citizens to lead more independent lives, with an additional 27 receiving support from the Reviewing and Enablement officers, and a further 27 on the waiting list. We remain confident in the positive outcomes and financial benefits we can achieve in working with people in this new way.

Citizens

People with learning disabilities will be offered more choice about how to live independent lives through a bespoke programme of enablement. Citizens and their chosen representatives will choose the programme that meets their needs and workers will create a package of support tailored to the individual. There are 12 programmes available including safety in the community, volunteering and work, independent travel and access to leisure.

Workers will support people across the range of protected characteristics that represent Nottingham's diverse community, though the primary need will remain adults with learning disabilities. It remains difficult to assess proportionate impact on each protected characteristic as citizens would be referred on an individual basis. However staff remain responsible for creating individual packages of support that recognise an individual's needs and preferences.

The scheme is intended to raise aspirations and participation is voluntary.

Citizens

Learning Disabled adults within Nottingham City will be provided more opportunity and freedom to choose the way they live their lives.

There has been a reduction in use of our internal Learning Disability Services over the last 10 years as adults with learning Disabilities are seeking new ways to live more independent lives.

There is increasing need for the council to adapt its offer of support to adults with Learning Disabilities which is supported by the 27 people on the waiting list for Pathway services.

<p>A decision not to proceed will result in citizens receiving a significantly limited offer. Some citizens would remain isolated from their communities where as others would be limited to accessing traditional day service offers.</p> <p>Consultation with affected citizens / carers / staff commenced and ran for 45 days up to 20.11.2020. as part of the decision “Review of physical sensory impairment and learning disability services including the closure of one day centre”. The consultation was undertaken by (WIT) an independent organisation and covered internally and externally provided day and evening services across the City.</p> <ul style="list-style-type: none">• 72 Stakeholders were consulted.• The report included that there was a wide range of diversity of aspirations and needs that require a hugely diverse menu of activities and approaches. <p>The full report can be viewed here:</p> <p>https://www.nottinghamcity.gov.uk/WITDSReport</p> <p>Colleagues</p> <p>There are 5 people seconded into the team at present.</p> <p>Individual characteristics have been considered as part of this assessment but have not been included in the EIA as they would lead to colleagues be identifiable. It would also be difficult to assess any disproportionate impact based on the small numbers within the team.</p> <p>The Workforce EIA would capture any potential impacts as part of the whole council approach.</p>	<p>Citizens would remain open to colleagues within the Whole Life Disability Team who would make provision to meet their assessed needs, though options would remain reduced.</p> <p>The creation of the Pathway allows citizens to be supported to access a wider range of individualised activities as an alternative approach to building based day services.</p> <p>Colleagues</p> <p>Creation of the Nottingham Pathway Service reduces the risk of redundancy to other staff across Adult Provision. Though it remains the intention of the service to consider Voluntary redundancy before compulsory, this cannot be ruled out if this decision is not agreed.</p>
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<p>A decision not to proceed could impact staff adversely as 3 of the 5 substantive posts are proposed for deletion as part of the current day service restructure. All staff members considered in this decision have expressed a desire to remain in the Nottingham Pathway Service.</p>	<p>If proposals to delete substantive positions are pursued placing these staff at risk of redundancy, then a second Equality Impact Assessment will be completed relating to that decision.</p>
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8. Arrangements for future monitoring of equality impact of this proposal / policy / service:

Outcomes for the Nottingham Pathway Service are tracked monthly and fed back via highlight reports to the Portfolio Holder.

9. 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

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

<p>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.</p>	<p>Date sent for advice: Send document or Link to: equalities@nottinghamcity.gov.uk</p>
<p>Approving Manager Signature: </p>	<p>Date of final approval: 22/06/21</p>

Before you send your EIA to the Equality and Employability Team for advice, 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.

PLEASE NOTE: FINAL VERSION MUST BE SENT TO EQUALITIES OTHERWISE RECORDS WILL REMAIN INCOMPLETE.

HR Advice – Establishing the Nottingham Pathway Service

Management are proposing to create five new permanent posts in order to establish the Nottingham Pathway Service. These posts will be exactly as those that already exist in the establishment as temporary positions and will not therefore need a Job Evaluation.

Management should consider the need to recruit in light of the vacancy freeze implemented by CLT with immediate effect. A business case for recruitment is required with the support of the relevant Director and all requests should be submitted through the recruitment portal.

All posts will be considered for redeployment and internal resource options should be considered first. It is understood that the posts will be filled by those current employees on a Fixed Term Contract and who are currently At Risk of Redundancy.

Management should be aware that the selected candidate(s) should commence on a starting salary of Level One within the respective Grade, unless the appointed colleague is already in employment at the council and on Level two of the same grade, in which case the employee would be matched over at the rate of pay they currently receive.

There will need to be a support and development plan for the new post holder once appointed in line with managing performance through the new probationary policy.

Where the nature of a post changes from temporary to permanent this may be offered to the incumbent post holder provided that the following requirements are met:

1. The post was advertised and filled via a documented competitive recruitment process
2. Consultation with colleague in Departmental HR team has taken place
3. The post is not required for an employee on the Redeployment Register
4. The post holder has been in post for a reasonable period (over 6 months)
5. The post holder's performance and attendance raise no concerns

All temporary to permanent requests will be considered by CLT in light of the vacancy freeze.

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