

## Equality Impact Assessment Form (Page 1 of 2)

**G**

**Title of EIA: Cessation of long term care at Oakdene residential care home and move the short breaks service that is currently delivered from Oakdene to Barkla Close, Clifton.**

**Name of Author: Paul Haigh**

**Department: Children and Adults**

**Director: Linda Sellers**

**Service Area: Adult Social Care Provision  
(underline)**

**Strategic Budget EIA Y/N (please**

**Author (assigned to Covalent):**

**Brief description of proposal / policy / service being assessed:**

**Nottingham City Council currently operates Oakdene residential care home for adults with learning disabilities. Oakdene is situated in the St Ann's area of Nottingham and is registered with the Care Quality Commission to deliver up to 28 placements. Over the past 2 years the number of long term placements has dropped as residents have moved on to other residential care homes or supported living placements due to their changing needs. As of January 2018 there are currently 4 long term residents residing at Oakdene.**

**4 of the 28 beds at Oakdene are dedicated for short breaks (respite care). These short breaks beds are used by approximately 40 citizens on a planned basis over the year and occasionally used to deliver emergency respite care.**

**Due to the following factors: a, the trend of adults with learning disabilities now choosing supported living options opposed to long term residential care home settings, b, the fact that Oakdene is nearing the end of its usable life due to the age of the building, c, the building layout that makes promoting independence for residents very difficult to negotiate i.e. over 4 floors and long corridors, d, the associated high maintenance costs, it is proposed to close the long term care facility and to support the residents affected to secure alternative suitable accommodation.**

**In the background alternative short breaks accommodation has been secured (Barkla Close) and this new base is about to be refurbished. The refurbishment is due for completion in February 2019 and then the service will move from Oakdene to Barkla.**

**Once the long term care provision at Oakdene ceases then this will result in a reduced staff establishment being required to support a short breaks only service. The staff establishment will require a further reduction once the short breaks service moves to Barkla Close in approximately February 2019. Please refer to addendum 1 (addendum 1 = illustration of the staff establishment as is July 2018, Nov 2019, February 2019.**

**Information used to analyse the effects on equality:**

Click once and type. Note any relevant consultation and who took part; refer to or hyperlink to document(s) if needed.

	Could particularly benefit X	May adversely impact X	How different groups could be affected (Summary of impacts)	Details of actions to reduce negative or increase positive impact (or why action isn't possible)
People from different ethnic groups.	<input type="checkbox"/>	<input type="checkbox"/>	<p><b>Citizens</b></p> <ul style="list-style-type: none"> <li>There are currently 4 long term residents living at Oakdene and all have a moderate learning disability meaning that they will all need support to understand the proposal to close the long term beds and move the affected people to other suitable accommodation.</li> </ul>	<ul style="list-style-type: none"> <li>All citizens have advocates who will be given the information related to the proposal to close the long term care provision at Oakdene.</li> <li>Affected residents advocates, Social work staff and the staff at Oakdene will be given clear information related to the proposal to close the long term care provision at Oakdene so they are well equipped to help relay the proposal to the residents affected.</li> <li>A 30 day consultation process took place commencing week beginning 25<sup>th</sup> April 2018.</li> <li>At the end of the 30 day consultation all affected long term citizens reported that they were happy with the proposed new long term supported living accommodation on offer to them as a replacement.</li> <li>The consultation process included: A face to face presentation to citizens and their advocates explaining the rationale for the proposal to cease delivering long</li> </ul>
Men	<input type="checkbox"/>	<input type="checkbox"/>		
Women	<input type="checkbox"/>	X		
Trans	<input type="checkbox"/>	<input type="checkbox"/>		
Disabled people or carers.	<input type="checkbox"/>	X		
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"/>	X		
Younger	<input type="checkbox"/>	<input type="checkbox"/>		
Other (e.g. marriage/ civil partnership, looked after children, cohesion/ good relations, vulnerable children/ adults).  <b><i>Please underline the group(s) /issue more adversely affected or which benefits.</i></b>				

			<ul style="list-style-type: none"> <li>• Of the 4 long term residents The age ranges are: 3 between the ages of 45 and 55 1 between 63 and 64</li> <li>• All of the 4 residents are female.</li> <li>• Approximately 40 citizens access the short breaks facility at Oakdene.</li> </ul> <p><b>Staff</b></p> <ul style="list-style-type: none"> <li>• Currently there is a headcount of 27 that form Oakdene's staff establishment.</li> <li>• Of the 27 staff (89%) 24 are female and 3 (11%) male.</li> <li>• 41% of the staff 11 are over 55 years of age. 22% of the workforce is between the ages of 45 and 55. 37% of the workforce are below the age of 45.</li> <li>• 18% of the workforce have completed 21 years of service or more.</li> </ul>	<p>term care.</p> <ul style="list-style-type: none"> <li>• An easy read letter explaining the rationale for the proposal to cease delivering long term care.</li> <li>• Social workers / community care officers will be assigned to each resident affected by the proposal and they will work with them to ensure the alternative suitable living options is appropriate.</li> <li>• Despite the varying age range of residents all of them have a primary presenting need of learning disability and the future living option will meet this requirement.</li> <li>• The future living options and support requirements made available will take into account any gender specific requirements. I.e. assistance with personal care only to be undertaken by female staff.</li> <li>• Short breaks will continue to be delivered at Oakdene and the staff establishment to support this group of citizens will reflect their support needs. When the short breaks service moves to Barkla Close the staff establishment will reflect their support needs. Therefore citizens accessing the short breaks service will not be adversely affected.</li> <li>• Once the long term residents move out of Oakdene a formal staff consultation process will commence to consult on the introduction of the 1<sup>st</sup> and staff reduction required to deliver short breaks only at Oakdene.(</li> </ul>
--	--	--	---	---

			<ul style="list-style-type: none"> <li>• 74% of the workforce are white British and 22% are BME. 4% did not declare.</li> <li>• 84% of the workforce do not class themselves as disabled and 16% did not specify.</li> <li>• The redundancy selection criteria is based on objective criteria and can be one of the following:</li> </ul>	<p>please refer to addendum 1)</p> <ul style="list-style-type: none"> <li>• Part of the consultation process will also consider the 2<sup>nd</sup> reduction in staffing required to deliver short breaks at Barkla Close once it has been refurbished. (please refer to addendum 1)</li> <li>• The Council is bound by Employment Law - Employment Rights Act 1996 and Trade Union and Labour Relations (Consolidation) Act 1992 when reducing the workforce, including using an objective selection criteria to identify which employees are selected for redundancy.</li> </ul> <p>Selection against current duties and future duties required  Selection via measures of  Disciplinary  Sickness Absence  Attendance  Timekeeping  Qualifications required  Performance;  Selection via fairly applied and scored assessments in accordance with recruitment policy.</p> <p>The redundancy selection criteria, will discount sickness absence, which has been recorded as relating to a disability as defined by the Equality Act 2010. This will ensure that the sickness absence of disabled employees only considers absence, which is not related to a disability.</p> <p>Individuals affected are to be encouraged to declare disabilities they have to ensure any specific requirements can be considered in the selection process. All staff will be made aware of the need to declare any disabilities they have via the initial launch consultation meeting (all staff) and again they will be told they need to declare if they have disabilities in their 1-1 consultation meetings.</p>
--	--	--	---	---

			<ul style="list-style-type: none"> <li>Approximately only 50% of the current establishment will be required for the short breaks service.</li> </ul>	<p>Assessment processes will be carried out in accordance with Nottingham City Council's employment and recruitment policies – for example ensuring that reasonable adjustments are made to allow disabled colleagues to participate fully in the process.</p> <p>The redundancy selection criteria, will discount absence, which has been recorded as pregnancy related.</p> <p>In line with the Maternity and Parental Leave Regulations 1999, employees who are provisionally at risk and are on maternity leave will be offered a suitable post of appropriate work on terms not substantially less favourable than her previous position.</p> <p>Based on the above, it is believed that any indirect statistical impact would not be viewed as unlawful.</p> <ul style="list-style-type: none"> <li>Ongoing support will be provided to all affected staff either by line managers, Employee wellbeing, or the use of Counsel line.</li> </ul>
--	--	--	--	--

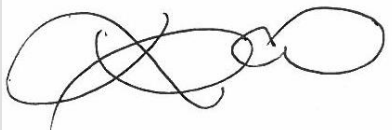
**Outcome(s) of equality impact assessment:**

- No major change needed
- Adjust the policy/proposal
- Adverse impact but continue X
- Stop and remove the policy/proposal

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

Note when assessment will be reviewed (e.g. Review assessment in 6 months or annual review); Note any equality monitoring indicators to be used; consider existing monitoring/reporting that equalities information could form part of.

**Approved by (manager signature):**



Paul Haigh – Head of Adult Social

Care Provision email – paul.haigh@nottinghamcity.gov.uk

**Date sent to equality team for publishing:**

17.7.2018

Send document or link to:  
equalityanddiversityteam@nottinghamcity.gov.uk

**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://www.nottinghamcity.gov.uk/article/25573/Equality-Impact-Assessment>
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.