

APPENDIX 1**RMBC - Equality Analysis Form for Commissioning, Decommissioning, Decision making, Projects, Policies, Services, Strategies or Functions (CDDPPSSF)**

Under the Equality Act 2010 Protected characteristics are age, disability, gender, gender identity, race, religion or belief, sexuality, civil partnerships and marriage, pregnancy and maternity. Page 6 of guidance. Other areas to note see guidance appendix 1	
Name of policy, service or function. If a policy, list any associated policies:	Review of charges for Day Care
Name of service and Directorate	Adult Services Adult Social Care and Housing Directorate
Lead manager	Mark Scarrott
Date of Equality Analysis (EA)	17 October 2016 (original) 12 September 2017 (updated)
Names of those involved in the EA (Should include at least two other people)	Gillian Buckley
Aim/Scope (who the Policy /Service affects and intended outcomes if known)	
To review the impact of the increase in Day Care Charge from January 2017 and reduce the level of subsidy in the cost of providing Day care services.	
What equality information is available? Include any engagement undertaken and identify any information gaps you are aware of. What monitoring arrangements have you made to monitor the impact of the policy or service on communities/groups according to their protected characteristics?	
<p>A report to Cabinet in November 2016 on the outcome of the consultation to review charges for day care and transport to and from a day centre highlighted these services were heavily subsidised and charges low when compared with our nearest neighbours. The proposals to increase charges for day care on a phased basis were agreed, with the first increase in January 2017 and a further report on the impact of this increase before any further increase is introduced.</p> <p>Day Care charges are subject to a financial assessment and currently 60% of service users do not pay towards the cost of their service. Information is available in the Adult Services Charging Policy on how we charge for these services. All service users receive an annual review of their care plan and this will include a financial assessment regarding the ability to pay towards the cost of the services they receive. A service users' income will not be reduced below the basic level of Income Support or the Guarantee Credit of Pension Credit plus a further allowance of 25%.</p>	
Engagement undertaken with customers. (date and group(s) consulted and key	The original consultation commenced on 28 July 2016 and ended on 28 September 2016. All current service users and carers (2934) received a letter explaining the

APPENDIX 1

RMBC - Equality Analysis Form for Commissioning, Decommissioning, Decision making, Projects, Policies, Services, Strategies or Functions (CDDPPSSF)

findings) See page 7 of guidance step 3	proposals together with a questionnaire to complete including a pre-paid envelope. The questionnaire was also made available to the general public on the Council's Website. The key findings were included in the report to Cabinet in November 2016.
Engagement undertaken with staff about the implications on service users (date and group(s) consulted and key findings) See page 7 of guidance step 3	Adult Services Managers, Councillors and Financial Assessment staff were informed of the proposals and the consultation process.
The Analysis	
<p>How do you think the Policy/Service meets the needs of different communities and groups? Protected characteristics of age, disability, gender, gender identity, race, religion or belief, sexuality, Civil Partnerships and Marriage, Pregnancy and Maternity. Rotherham also includes Carers as a specific group. Other areas to note are Financial Inclusion, Fuel Poverty, and other social economic factors. This list is not exhaustive - see guidance appendix 1 and page 8 of guidance step 4</p> <p>The provision of day care including transport to and from a day centre meets the assessed care needs of vulnerable adults both older people and people with disabilities. At present the income received from charges does not recover the full cost of providing the service and therefore charges to service users are significantly subsidised. Following a review of these charges which included benchmarking against our comparator authorities the proposal to increase charges for day care and transport were discussed in a report to Cabinet in November 2016.</p> <p>Currently, 60% of service users do not pay towards the cost of their day care service after undertaking a financial assessment.</p> <p>The increase introduced in January 2017 has not resulted in a reduction in the number of customers receiving a day care service, which overall as remained constant. 33 customers were initially affected by the increase in day care charge which has resulted in an increase income of £2,250 per month.</p>	
<p>Analysis of the actual or likely effect of the Policy or Service:</p> <p>Further analysis of the outcome of the consultation was included within the report to the Cabinet in November 2016. This report highlights the impact of the increase in day care charges from January 2017.</p> <p>Does your Policy/Service present any problems or barriers to communities or Group? Identify by protected characteristics Does the Service/Policy provide any improvements/remove barriers? Identify by protected characteristics</p>	

APPENDIX 1

RMBC - Equality Analysis Form for Commissioning, Decommissioning, Decision making, Projects, Policies, Services, Strategies or Functions (CDDPPSSF)

No – current service provision is being reviewed and alternatives developed to improve outcomes for service users.

What affect will the Policy/Service have on community relations? Identify by protected characteristics

The majority of services users have expressed their concern at the proposed increases during the initial consultation process.

Please list any **actions and targets** by Protected Characteristic that need to be taken as a consequence of this assessment and ensure that they are added into your service plan.

Website Key Findings Summary: To meet legislative requirements a summary of the Equality Analysis needs to be completed and published.

APPENDIX 1

RMBC - Equality Analysis Form for Commissioning, Decommissioning, Decision making, Projects, Policies, Services, Strategies or Functions (CDDPPSSF)

Equality Analysis Action Plan - See page 9 of guidance step 6 and 7

Time Period

Manager:..... Service Area:..... Tel:.....

Title of Equality Analysis:

If the analysis is done at the right time, i.e. early before decisions are made, changes should be built in before the policy or change is signed off. This will remove the need for remedial actions. Where this is achieved, the only action required will be to monitor the impact of the policy/service/change on communities or groups according to their protected characteristic.

List all the Actions and Equality Targets identified

Action/Target	State Protected Characteristics (A,D,RE,RoB,G,GI O, SO, PM,CPM, C or All)*	Target date (MM/YY)
Report to Cabinet with outcome of the consultation process	A,C,D	October 2016
Publish Outcome of the Consultation on the Council's website		November 2016
Implement decision of Cabinet		November 2016
Further report on the impact of the increase in Charges from January 2017		September 2017
Name Of Director who approved Plan		Date

APPENDIX 1

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*A = Age, C= Carers D= Disability, G = Gender, GI Gender Identity, O= other groups, RE= Race/ Ethnicity, RoB= Religion or Belief, SO= Sexual Orientation, PM= Pregnancy/Maternity, CPM = Civil Partnership or Marriage.

Website Summary – Please complete for publishing on our website and append to any reports to Elected Members, SLT or Directorate Management Teams

Completed equality analysis	Key findings	Future actions
Directorate: Function, policy or proposal name: Function or policy status: (new, changing or existing) Name of lead officer completing the assessment: Date of assessment:		