



Equality Impact Assessment

Preliminary assessment form v5 / 2013

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The preliminary impact assessment is a quick and easy screening process. It should:

- identify those policies, projects, services, functions or strategies which require a full EIA by looking at:
 - negative, positive or no impact on any of the equality groups
 - opportunity to promote equality for the equality groups
 - data / feedback
- prioritise if and when a full EIA should be completed
- justify reasons for why a full EIA is not going to be completed

Directorate:

Director of Adult services

**Function e.g. HR,
IS, carers:**

Charging

Title of policy, service, function, project or strategy (new or old) :

Arrangement fees for self-funders

Type of policy, service, function, project or strategy:

- Existing
- New / proposed
- Changed

Q1 - What is the aim of your policy, service, function, project or strategy?

To introduce 'arrangement fees' from 7th January 2019 for self-funding clients who request that the City Council arranges and manages their non-residential care and support.

Q2 - Who is this policy, service, function, project or strategy going to benefit or have a detrimental effect on and how?

With continued budget pressures within Adult Social Care (ASC) there is a requirement to seek to mitigate the need to reduce services to vulnerable adults by seeking greater efficiencies in its ways of working as well as generating additional income where possible.

There are currently 274 self funding clients that this change will effect.

Q3 - Thinking about each group below, does, or could the policy, service, function, project or strategy have a negative impact on members of the equality groups below?

Group	Negative	Positive / no impact	Unclear
Age	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Disability	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Race	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gender	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Transgender	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sexual orientation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Religion or belief	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Other excluded groups	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

If the answer is "negative" or "unclear" consider doing a full EIA

Q4 - Does, or could the policy, service, function, project or strategy help to promote equality for members of the equality groups?

Group	Yes	No	Unclear
Age	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Disability	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Race	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gender	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Transgender	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sexual orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Religion or belief	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pregnancy or maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other excluded groups	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If the answer is "no" or "unclear" consider doing a full EIA

Q5 - Do you have any feedback data from the equality groups that influences, affects or shapes this policy, service, function, project or strategy?

Group	Yes	No	Unclear
Age	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Disability	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Race	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gender	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Transgender	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sexual orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Religion or belief	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Pregnancy and maternity

Other excluded groups

If the answer is "no" or "unclear" consider doing a full EIA

Q6 - Using the assessments in questions 3, 4 and 5 should a full assessment be carried out on this policy, service, function or strategy?

yes No

Q7 - How have you come to this decision?

Section 14 of the Care Act gives local authorities the power to charge a fee for putting arrangements in place for meeting those needs, where certain conditions are met, specifically where the local authority is satisfied on the basis of a financial assessment that the adults financial resources are above the financial limit (i.e. the adult is required to fully fund their care) and the adult nonetheless asks the authority to meet their needs. Therefore the driving factor in determining whether a service user is impacted by this proposal is their financial position not their equality grouping.

Section 5 of 'The Care and Support (Charging and Assessment of Resources) Regulations 2014' states that where a local authority charges a fee for putting in place arrangements in these circumstances, then any fee may only cover the cost that the authority incurs in putting in place the arrangements for meeting those needs. This is further clarified within the statutory guidance: 'Arrangement fees charged by local authorities must cover only the costs that the local authorities actually incur in arranging care. Arrangement fees should take account of the cost of negotiating and/or managing the contract with a provider and cover any administration costs incurred.'

The recommended charging has been driven by the following key principles:

- To generate additional income without significant adverse impact on the assessed outcomes of those vulnerable clients who will be asked to pay.
- To ensure that all of the additional income generated by these proposals will be used to sustain Adult Social Care services to vulnerable people, avoiding further service reductions.

Mitigation - All service users effected by this change will be contacted by a member of the Financial Assessments and Benefits (FAB) team detailing the charges and rational surrounding the decision making. All service users will be offered a visit to ensure all Welfare Benefits are in payment which may help mitigate the financial impact of introducing arrangement fee's. Where appropriate the FAB team will involve the service users representative during the engagement process.

Additionally, responses from the engagement exercise will be captured using available reporting; this is to ensure any services users that withdraw from care arranged and managed by the City Council can be contacted by Adult Social Care to assess any potential risk to their wellbeing.

If there is any feedback due to the community engagement exercise the EIA will be updated to reflect what information has been collected and what mitigation was put in place because of the policy.

If you have to complete a full EIA please contact the Equalities and diversity team if you require help
Tel: 023 9283 4789 or email:equalities@portsmouthcc.gov.uk

Q8 - Who was involved in the EIA?

Kelly Redman - Team Lead Financial Assessments, Income and Recovery

This EIA has been approved by: Richard Webb

Contact number: x1203

Date: 30th July 2018

Please email a copy of your completed EIA to the Equality and diversity team. We will contact you with any comments or queries about your preliminary EIA.

Telephone: 023 9283 4789

Email: equalities@portsmouthcc.gov.uk