

CONDUCTING AN EQUALITY IMPACT ASSESSMENT

For further assistance with filling in this template, contact Ruth Richards, Equality and Language Officer ruthrichards@gwynedd.gov.uk ext. 2056

Impact assessment on the consultation process of Hafod y Gest Residential Home

1) AUTHOR(S) OF THE ASSESSMENT

Dafydd Lewis, Corporate Director

2) PARTNERS

Note any others who need to be included as part of the assessment process: These could include front line staff, partner organisations, specialist organisations etc.

D. P. Lewis, Corporate Director, who recommended that the Cabinet should consult on the future of Hafod y Gest Residential Home.

Porthmadog Area Councillors' Group, jointly with key partners such as Cymdeithas Tai Eryri, Gofal a Thrwsio Gwynedd, Age Cymru, Betsi Cadwaladr University Health Board and Cartrefi Cymunedol Gwynedd; who collaborated with Gwynedd Council to undertake an assessment of the accommodation and care needs of older people in the area. The assessment has highlighted the needs of older people that include many aspects such as housing options, assistance to live at home, opportunities to socialise and residential care. The Group also acknowledged that there is no future for Hafod y Gest Residential Home in its current form, but recommended that this would be the best site for any future development for older people.

Head of Social Services, Housing and Leisure Department who supports the service users and staff under the current arrangements.

3) ASSESSMENT START DATE

28/06/2013

4) ASSESSMENT END DATE

Further assessment to be undertaken when the conclusions and recommendations of the consultation process are submitted.

5) AIMS AND OBJECTIVES OF THE POLICY / SERVICE / FUNCTION

Note why the policy is needed and what the Authority aims to achieve through it.

Transparency is essential in the Council's decision making process, taking into account the opinion of the people who are being affected by those decisions.

The consultation process provides guidance for the Council, taking into account the need to transform the service from using traditional residential homes to using Extra Care Housing. Extra Care Housing offers alternative opportunities for older people to continue to retain their independence with the assurance that 24 hour support is at hand should it be required.

6) PARTICIPATION AND CONSULTATION

What participation and consultation exercises have been conducted in relation to the policy / service / function and what was the outcome?

During the period leading up to the creation of this report and recommendation, the Council has:

- Engaged with the public to undertake a care and accommodation needs assessment in the Porthmadog area in order to identify future needs.
- Collaborated with the Porthmadog Area Councillors' Group, along with key partners such as Cymdeithas Tai Eryri, Gofal a Thrwsio Gwynedd, Age Cymru, Betsi Cadwaladr University Health Board and Cartrefi Cymunedol Gwynedd, to draw-up possible options for the provision of accommodation and care for the future.
- Engaged with key stakeholders to inform them of the recommendation to be made on the future of Hafod y Gest Residential Home. (Note that the stakeholders include staff members and users of Hafod y Gest Residential Home and Noddfa Madog Day Centre, families, Cyfeillion Hafod y Gest, local councillors and Union representatives).

Should a recommendation be made to commence a consultation process, the measures noted below will be in place to support stakeholders during the consultation:

- An information pack on the consultation, which notes the background and sets the situation in its context.
- Individual meetings with service users and their families.
- Provision of independent advocacy for users, access to a social worker and the MEDRA Counselling Service.
- Meetings with staff.
- Support for staff provided by the Human Resources Department, as

well as the MEDRA Counselling Service.

- Formal and informal meetings with statutory and voluntary bodies and establishments which have an interest in the care sector.
- Hold a dialogue with elected representatives.
- A Council Officer available at specific times to receive the comments of local people.

7) AVAILABLE EVIDENCE

Evidence can be based on local or national data, on consultation, monitoring, staff comments etc.

All research into the older people accommodation field, including the Assessment of the care and accommodation needs of the Porthmadog area, shows that older people wish to remain in their own homes.

Extra Care Housing offers this option, with assurance that assistance would be available if required.

8) GAPS IN EVIDENCE

Note any gaps in the evidence and explain how these will be filled.

We do not anticipate any gaps in evidence as the consultation process, that has been recommended to be planned, will be comprehensive.

9) RELEVANCE AND IMPACT

This should outline what is the relevance of the policy/service/function to the general equality duties and to each of the equality groups (protected characteristics). It should note clearly what the actual or likely impact will be. It is possible that not all duties or characteristics will be of relevance or will be impacted; however, should relevance and/or impact exist in any one or more categories, there will be a need to proceed with the Assessment.

9a) On the General Duties

General Duties of the Equality Act	Relevance	The actual or likely impact
Abolishing illegal discrimination, harassment and victimisation	Relevant	We would ensure that the recommendations of the report or the consultation process would not discriminate against any of the protected characteristics.
Promoting equal opportunities	Relevant	The recommendation of the report and any statutory consultation to be approved will promote equal opportunities.
Encouraging good relationships	Relevant	During the consultation, we would promote good relationships by encouraging the participation and input of various stakeholders in the consultation process.

10 a) On equality groups

Characteristics	Relevance	The actual or likely impact
Race	Relevant	<p>Any literature and correspondence will be presented in Welsh or English as those are the first languages of the key stakeholders associated with the Home or Noddfa Madog Centre.</p> <p>We do not anticipate that the consultation will cause more concern to one group than the other. This will need to be revisited in light of the outcome of the consultation.</p>
Disability	Relevant	<p>A number of the service users have various disabilities such as memory problems and conditions such as arthritis which makes mobility difficult. The consultation will consider the users' needs by offering:</p> <ul style="list-style-type: none"> • An advocacy service for those who wish to use it • A consultation pack on alternative formats in accordance with the individuals' choice <p>In relation to the service users, the outcome of the consultation and any subsequent decision made by the Cabinet, could result in them having to move from their home. Further consideration will need to be given to this following the outcome of the consultation.</p>
Gender	Relevant	The majority of the users are women and the vast majority of staff are also women.
Gender reassignment	Relevant	We do not anticipate that the consultation will cause more concern to one group than the other. This will need to be revisited in light of the results of the consultation.
Sexual orientation	Relevant	We do not anticipate that the consultation will cause more concern to one group than the other. This will need to be revisited in light of the outcome of the consultation.

Religion or belief	Relevant	We do not anticipate that the consultation will cause more concern to one group than the other. This will need to be revisited in light of the outcome of the consultation.
The Welsh language	Relevant	The consultation pack is bilingual: people can respond in Welsh or in English.
Age	Relevant	The outcome of the consultation and the Cabinet's subsequent decision will affect the service users, who are all older people, and it could result in them having to move from their home. Further consideration will need to be given to this following the outcome of the consultation.
Pregnancy and maternity	Relevant	We do not anticipate that the consultation will cause more concern to one group than the other. The situation must be monitored as the process progresses.
Marriage and civil partnership	Relevant	We do not anticipate that the consultation will cause more concern to one group than the other. The situation must be monitored as the process progresses.

10) ADDRESSING THE IMPACT

a)	Note any possible impact in terms of equality Any consultation will cause concern and uncertainty to key stakeholders who are associated with Hafod y Gest Residential Home and Noddfa Madog Centre. As a result, officers from the Social Services, Housing and Leisure Department will collaborate to put arrangements in place to support them during this period. (See 9b for details of the arrangements).
b)	What steps can be taken to reduce or improve these impacts? Should a recommendation be made to commence a consultation process, the measures noted below will be in place to support stakeholders during the consultation: <ul style="list-style-type: none">• An information pack on the consultation, which notes the background and sets the situation in its context.• Individual meetings with the service users and families.• Provision of independent advocacy for users, access to a social worker and the MEDRA Counselling Service.• Meetings with staff.• Support for staff provided by the Human Resources Department, as well as the MEDRA Counselling Service.• Formal and informal meetings with statutory and voluntary bodies and establishments which have an interest in the care sector.• Hold a dialogue with elected representatives.• A Council Officer available at specific times to receive the comments of local people.
c)	Is there a need to reconsider the plan? Should the Cabinet approve the recommendation to consult on the future of Hafod y Gest Residential Home, the equality impact assessment would be reviewed when the outcome of the consultation would be analysed and the recommendation on the way forward would be drawn up.

11) MONITORING AND REVIEWING ARRANGEMENTS

In the period leading up to submitting the report to the formal Cabinet, arrangements to engage with stakeholders and to support them will be coordinated by the Engagement Manager – Social Services, who reports to the Head of Social Services, Housing and Leisure Department and the Corporate Director.

Should the recommendation to commence a consultation process on Hafod y Gest Residential Home be approved, the Engagement Manager, along with relevant officers from the Social Services, Housing and Leisure Department, will collaborate to coordinate the consultation process and support key stakeholders during the period.

The officers will report to a new Project Board that will be established under the Strategic Plan that will be responsible for moving forward with the

'Transformation of Older People Services'.

12) ACTION PLAN

An Action Plan, including the action steps, responsibilities, timescale and an outline of the review and evaluation processes should be appended.

The table noted below summarises the main actions associated with any consultation process. Note that the timetable will be discussed and decided by the Cabinet.

Main Actions	Date
Communicate the decision of the formal Cabinet to key stakeholders	
Draw-up an Information Pack	
Launch the consultation	
End of consultation	
Analyse results and prepare a report for the Cabinet along with recommendations on the way forward	
Submit a report and recommendations to the Cabinet	

13) DECISION MAKING

This assessment was accepted and approved by:

- Dafydd Lewis, Corporate Director, Gwynedd Council
- Morwenna Edwards, Head of Social Services and Housing Department, Gwynedd Council
- Equality and Language Unit, Gwynedd Council