

Impact Assessment template

Step 1: Screening for relevance

Name of policy / procedure / function / project / decision:	Cheshire West and Chester Multi-Agency Transitions Protocol
Date:	
Lead Officer:	Keith Evans- Interim Head of Mental Health and Learning Disability and Paula Ross – Senior Manager Targeted and Specialist Commissioning.
External Challenger:	Directorate Equality and Diversity Group
Other members of team undertaking Impact Assessment:	Melanie Theobald – Short Break Advisor

Please delete guidance notes (*in italic*) after completion

Main aims, purpose and outcomes and how does it fit in with the wider aims of the organisation

This protocol applies to all young people who fall within the Children's Act 1989 definition of being disabled and whose needs as an adult require there to be a transition plan to ensure the effective transfer of services from Children's Services to Adult Services. Both Children's Services and Adult Social Care and Health have a joint duty to ensure that children with a disability move in to adult services with all the necessary support they need to live as full and independent life as possible.

Is the above relevant to equality and diversity?

Yes No

Quick check:

- | | | |
|--|-------|-----------------------------|
| ✓ <i>Is the policy (function, procedure etc.) concerned with people?</i> | Yes x | No <input type="checkbox"/> |
| ✓ <i>Is the policy (function, procedure etc.) outward looking (i.e. community, employees, partners)</i> | Yes x | No <input type="checkbox"/> |
| ✓ <i>Does the policy (function etc.) involve face to face contact?</i> | Yes x | No <input type="checkbox"/> |
| ✓ <i>Does it include making decisions based on someone's individual characteristics, circumstances or needs?</i> | Yes x | No <input type="checkbox"/> |
| ✓ <i>Is there history of long-established pattern of unequal outcomes? (and do I have enough evidence to prove otherwise?)</i> | Yes x | No <input type="checkbox"/> |
| ✓ <i>Is the policy (function, procedure....) likely to have a significant impact on someone's life, health or wellbeing?</i> | Yes x | No <input type="checkbox"/> |

Exit the process if you answered No to all of the above questions, otherwise please continue.

Step 2: Scoping

What do you already know about the policy (decision etc), what are the main issues you need to consider:
(Prompts: promotion of equality in the areas of age, disability, gender, gender reassignment, race, religion or belief, sexual orientation, or human rights; meeting the needs of different communities and groups; outcomes of any relevant consultation already undertaken; examples of good practice in this area)

Target group / area	Main issues (<i>bullet points</i>)	Evidence and data currently available (<i>qualitative & quantitative</i>)	Consultation / involvement carried out	Further information needed to undertake the assessment
Race and Ethnicity <i>(including Gypsy and Travellers; migrant workers, asylum seekers etc.)</i>	The policy applies to all disabled young people irrespective of their race.	Data on the impact on young people from different ethnic backgrounds needs to be developed as part of the wider need to improve intelligence of young people moving into transitions.	The consultation group has not had any representation from BME groups.	Further data on the impact of the transitions protocol on BME groups will be captured by the improved intelligence gathering.

Please delete guidance notes (*in italic*) after completion

<p>Disability (as defined by the DDA: ..."someone who has a physical or mental impairment that has a substantial and long-term adverse effect on his or her ability to carry out normal day-to-day activities)</p>	<p>This policy applies to individuals who meet the Fair Access to Care Criteria. Disabled children and young people who have a disability within the meaning of the DDA but which fall short of the FAC are excluded from this policy.</p>	<p>Each year a small number of young people (b/w 30-40) with often complex health and social care needs transfer into adult services. Each case is assessed in accordance with the policy. A list of all young people is held between both services and identifies the names. The list needs to be improved to identify level of disability and complexity which should also include indicative costs</p>	<p>Yes the Aiming High for Disabled Children Transitions Steering Group which includes parent carers and professionals from a variety of areas.</p>	<p>N/A</p>
<p>Gender / Gender reassignment</p>	<p>Policy applies equally to all genders therefore no issues for further consideration.</p>	<p>N/A</p>	<p>N/A</p>	<p>N/A</p>
<p>Religion and belief</p>	<p>Policy applies equally to all religious belief systems therefore no issues for further consideration.</p>	<p>N/A</p>	<p>N/A</p>	<p>N/A</p>
<p>Sexual orientation (inc. heterosexual, lesbian, gay, bi-sexual)</p>	<p>Policy applies equally to all sexual orientations therefore no issues for further consideration</p>	<p>N/A</p>	<p>N/A</p>	<p>N/A</p>
<p>Age Children and young people Adults Younger older people</p>	<p>This is an age specific policy to young people aged 14 – 25. Other age groups are appropriately excluded and therefore no impact.</p>	<p>See disability section above.</p>	<p>See disability section above.</p>	<p>See disability section above.</p>

Older people			Y/N	
Rural communities	The is no impact in relation to rural issues as this policy applies equally to all young people with a relevant disability regardless of where they live.	N/A	N/A	N/A
Areas of deprivation	There is a close association between areas of deprivation and disability. The protocol attempts to ensure that all young people have a smooth transition to adult service but those families with more resources can very often 'navigate' a complex system more successfully than those who are living in relative poverty. The successful application of this protocol will reduce inequalities in access to services.	According to the Equality and Human Rights Commission employment rates for non disabled adults is 60% but only 33% for disabled adults. Employment rates for people with more profound disabilities is even lower – 10% see Valuing People Now.	See disability section above.	

Step 3: Assessing impact and strengthening the policy

Target group / area	Is the policy (function etc.) likely to have an adverse impact on any of the groups? If yes please comment <i>Please start by considering the aspects below</i> <ul style="list-style-type: none"> • <i>Promoting good community relations</i> • <i>Safety</i> • <i>Environment and access to services</i> • <i>Economic well-being</i> 	Are there any particularly positive impacts of the policy (function etc.) on any of the groups you would like to highlight?	Please rate the impact taking into account any measures already in place to reduce the potential impact highlighted in the previous column. High -significant potential impact, risk of exposure, history of complaints, no mitigating measures in place or no evidence available, urgent need for consultation with service users, general public, employees Medium -some potential impact, some mitigating measures in place but no evidence available how effective they are, would be beneficial to consult with service users, general public etc. but not urgent Low -almost bordering with non relevance to the EIA process (heavily legislation led - very little discretion exercised, limited public facing aspect)			Future actions that may need to take place to further reduce the impact.
			High	Medium	Low	
Race and Ethnicity <i>(including Gypsy and Travellers; migrant workers, asylum seekers etc.)</i>	N/A	N/A			x	
Disability <i>(as defined by the DDA: ..."someone who has a physical or mental impairment that has a substantial and long-term adverse effect on his or her ability to carry out normal day-to-day activities)</i>	Positive impact.	The protocol promotes the successful transition of young people into adulthood and for them to make a full contribution to mainstream society.			x	The protocol needs to be properly launched and Adults and Children's Services staff trained on it's use and implications.

Gender / Gender reassignment	N/A	N/A			X	
Religion and belief	N/A	N/A			X	
Sexual orientation <i>(includes heterosexual, lesbian, gay, bi-sexual)</i>	N/A	N/A			X	
Age Children and young people	Some young people have had a poor experience of transition because of poor communication, lack of understanding and poor joint work between Children's and Adult Services. The protocol is designed to negate and improve this experience.	This protocol will achieve better communication and joint working between Adults and Children's Services.			X	
Adults	N/A – see comment re age above	N/A			X	
Younger older people	N/A - see comment re age above	N/A			X	
Older older people	N/A - see comment re age above	N/A			X	
Rural communities Service availability (access)	N/A	N/A			X	
Cost of service delivery and costs to community to						

access the service						
Impact on quality and character of the natural rural landscape and residents						
Impact on people wishing to visit the countryside						
Areas of deprivation	There is a strong association between deprivation and disability see above. A lack of protocol or a badly implemented protocol would rein force this negative association.	This protocol will achieve better communication and joint working between Adults and Children's Services. This will improve the transition experience which should include work opportunities.			x	
Human rights	This is a Human Rights based protocol.		No Rating Needed			

Step 4: Health and wellbeing

	Race and Ethnicity	Disability	Gender / Gender reassignment	Religion and belief	Sexual orientation	Rural communities	Areas of deprivation	Age
Is the policy (function etc.) likely to have the potential to impact on human health (pls. comment). If yes please specify.	This protocol will have a positive impact on health and well being for all targeted groups where there is a disability in the meaning of this protocol.	This protocol will have a positive impact on health and well being for all targeted groups where there is a disability in the meaning of this protocol.	This protocol will have a positive impact on health and well being for all targeted groups where there is a disability in the meaning of this protocol.	This protocol will have a positive impact on health and well being for all targeted groups where there is a disability in the meaning of this protocol.	This protocol will have a positive impact on health and well being for all targeted groups where there is a disability in the meaning of this protocol.	This protocol will have a positive impact on health and well being for all targeted groups where there is a disability in the meaning of this protocol.	This protocol will have a positive impact on health and well being for all targeted groups where there is a disability in the meaning of this protocol.	This protocol will have a positive impact on health and well being for all targeted groups where there is a disability in the meaning of this protocol.
eWill there be a significant impact on any of the following lifestyle related variables? Pls. comment	Physical activity N/A							
	Smoking, Drugs or alcohol use N/A							
	Sexual behaviour N/A							
	Accidents and stress at home or work Yes for stress in families at home. Our consultation group including carers has identified a poor transitions experience as a source of stress.							
	Diet N/A							

	Race and Ethnicity	Disability	Gender / Gender reassignment	Religion and belief	Sexual orientation	Rural communities	Areas of deprivation	Age
Is there likely to be a significant demand on any of the following health and social care services?	Social services Primary care Yes							
	Community services Yes							
	Primary / hospital care/ A&E / Need for medicines etc. Yes							

Step 5: Procurement and partnership

Is this project due to be carried out wholly or partly by contractors?	N/A
If yes, what steps did you take to ensure that any partner organisation you work with complies with equality and human rights legislation, specifically in relation to:	
<ul style="list-style-type: none"> tendering and specifications 	
<ul style="list-style-type: none"> awards process 	
<ul style="list-style-type: none"> contract clauses 	
<ul style="list-style-type: none"> monitoring and performance measures 	

Step 6: Making a decision and actions

What practical actions do you recommend to reduce, justify or remove any adverse/negative impact? Reflect these actions in the E&D part of the Directorate Business plans.		
Action	Lead Officer	Deadline
<ul style="list-style-type: none"> Successful launch of the transitions protocol and training for all relevant staff Bi- annual review of the transitions protocol Evaluation of disabled young people excluded from the transitions protocol identifying their experiences of transitions and any corrective actions that need to occur. 	Paula Ross	End June 2011
	Transitions Steering Group	December 2011
	Transitions Steering Group	December 2011

Step 7: Monitoring and review

How will you monitor the impact and effectiveness of this policy (function etc.)?	See above measures.
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Next review of the policy (function etc.)	
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Step 8 Signing off; Overview and Scrutiny involvement; Publishing

Lead Officer:		
Approved by Head of Service:		
Overview and Scrutiny involvement		
Date:		
Comments / Actions emerging from challenge session	Lead Officer	Deadline

All Impact Assessments are publicly available from a designated area of the Council's website, please forward the completed EIA to the Equality and Diversity Managers for publishing.