

Equality Questionnaire

This questionnaire is a pre Equality Impact Assessment tool which will enable you to decide whether or not the **new, proposed or significantly changed** policy/ practice/ procedure/ function/ service needs to go through a full Equality Impact Assessment. For further information on the equality questionnaire see the [guidance](#).

Name of policy/ practice/ procedure/ function/ service being assessed:	Charging for Non-Residential Services
Department and Section:	Adults & Communities, Community Care Finance
Name of lead officer and others completing this assessment:	Colleen Smith, Head of Service
Contact telephone numbers:	0116 305 8369
Date EIA assessment completed:	Previous EIA reviewed Feb 2014. New EIA assessment to be completed after consultation 2014
1.	<p>What is its purpose? Charging Policy for Non Residential Services specifically:</p> <ul style="list-style-type: none"> • Removal of subsidy from the Adults & Communities' budget towards the cost of all non-residential services including meals. • Requirement for individuals subject to section 117 of the Mental Health Act 1983 to contribute the full cost of their meals service • Application of Fairer Charging Policy in respect of extra care services regardless of whether they are provided as part of a community care assessment <p>However, the decision whether to implement these proposals will be made by Cabinet and will take account of feedback received from public consultation undertaken between 1 April 2014 and 30 June 2014.</p>
2.	<p>What are its main objectives? To review how the Council charges for non-residential social care services and to create a charging policy that is fair and equitable by implementing the following proposals:</p> <ol style="list-style-type: none"> 1. Removal of the subsidy that is paid from the Adults & Communities budget towards the cost of some non-residential social care services (i.e. meals services). 2. Requirement for individuals subject to section 117 of the Mental Health Act 1983 to contribute the full cost of their meals service. 3. To charge service users living in Extra Care Housing Schemes¹ for the extra care services they receive regardless of whether they are provided as part of a community care assessment. It should be noted that this charge will be in addition to the support services received as part of their Extra Care housing provision. The costs of these support services are included within the housing costs (i.e. rent or service charges) paid by the individual. No individual will be charged twice for the same service <p>However, the decision whether to implement these proposals will be made by Cabinet and will take account of feedback received from public consultation undertaken 1 April 2014 and 30 June 2014.</p>
3.	<p>What will it achieve? Who are its beneficiaries? An equitable and transparent charging policy is created, that ensures everyone is paying only what they can afford to pay. Everyone receiving non-residential care services and extra care services will be subject to the same charging policy.</p>

¹ Extra Care Housing is specially adapted housing with access to 24 hour support (excluding personal care) which provides an alternative to residential care.

4.	Who is responsible for implementing it? Colleen Smith, Head of Service, Community Care Finance, Adults & Communities Department		
		Yes	No
5.	Has prior consultation on the proposal been undertaken? Request to consult being submitted to Cabinet Mar 5 2014		No
6.	Has this consultation indicated any dissatisfaction with it from a particular section of the community?		N/A
7.	If yes to Question 6, please state what this dissatisfaction is: Consultation not yet undertaken. Request to consult being submitted to Cabinet Mar 5 2014.		
		Yes	No
8.	Is there evidence or any other reason to suggest that it could have a different effect or adverse impact on any section of the community? Or more specifically, one or more of the protected characteristics?		Yes
9.	Is a system in place to monitor its impact?		Not yet
10.	If yes to Q9, what does this monitoring show?		
Note: If no to Question 9, you will need to ensure that monitoring systems are established to check for impact on all nine protected characteristics. If a change to the policy is approved monitoring systems will be amended to include the changes.			
11.	Who is likely to be affected by the proposal? Which of the protected characteristics? (Please tick) Explain how each protected characteristic is likely to be affected below: [NB. Alternatively, if no protected characteristic is deemed to be affected, please explain why]		
	Yes	No	Comments
Age	Yes		The majority of people (64.5%) in receipt of social care are older people (65+). The majority of people in receipt of extra care services are older people (65+) Older people with assets accumulated over a lifetime, may be in the most risk of having their charges increased by the changes.
Disability	Yes		The vast majority (97%) of service users have some sort of physical disability, learning disability, or mental health issue and therefore likely to be affected by any changes to the Charging Policy. However, it should be noted that the charges an individual pays are based on a means test/financial assessment to ensure they do not have to contribute more than they can afford (i.e. defined basic levels of Income Support or the Guarantee Credit of Pension Credit plus 25%). The cost of meals is excluded from the financial assessment as it is considered by Government to be a substitute service, i.e. would have to be paid for whether commissioned by Adults & Communities or not.

			<p>Any written materials (including consultation documents, website information, etc.) must be accessible for those with a learning disability and/or sensory impairment.</p> <p>Consultation events must be accessible for people with a range of disabilities. This will include holding events at physically accessible venues which are near to public transport and/or offer disabled car parking. In addition, information regarding the consultation and subsequent Fairer Charging Policy (presentations, agendas, questionnaires, etc.) must be presented in accessible formats such as Easy Read and large print.</p> <p>The timings of such events should also be considered to prevent clashes with delivery of social care services, medical appointments and caring responsibilities.</p>
Gender Reassignment		No	<p>The charging policy strives for equity; therefore there is no reason why a person would be charged more due gender reassignment. However, this may impact on the individual's care needs and preferences regarding service delivery. We must be aware of this throughout the consultation.</p>
Marriage and Civil Partnership		No	<p>Where an individual has been identified as being part of a couple (including married couples, civil partners, co-habitees), two fairer charging assessments are completed.</p> <p>The first will assess the service user as an individual and the second will assess the service user as part of the couple (i.e. considering the income, savings and expenditure of both partners). The outcome of the assessment that is most financially beneficial to the service user will be used as the basis for charging.</p> <p>This approach ensures that those service users who live with a partner are not treated less fairly under the Fairer Charging policy. However, issues may arise when one member of the couple is unwilling to share information about their financial circumstances with A&C and/or their partner.</p>
Pregnancy and Maternity	Yes		<p>New or expectant mothers can be affected more than most by unexpected or additional costs. Data about new or expectant mothers that might be affected will be collected via the consultation.</p> <p>The timings of consultation events should also be considered to prevent clashes with medical appointments and child care responsibilities.</p>
Race		No	<p>The charging policy strives for equity; therefore there is no reason why one race would be charged more than any other. However, a person's racial background may impact on their care needs and preferences regarding</p>

			<p>service delivery.</p> <p>In addition, individuals' racial backgrounds will need to be considered when undertaking consultation. For example, by ensuring that if requested, documents are made available in appropriate community languages.</p>
	Religion or Belief	No	<p>The charging policy strives for equity; therefore there is no reason why person would be charged more than any other because of their religion. However, a person's religious requirements may impact on their care needs and preferences regarding service delivery.</p> <p>In addition, individuals' religions will need to be considered when undertaking consultation. For example, by ensuring that consultation events do not clash with key religious festivals or practices.</p>
	Sex	No	<p>The charging policy strives for equity; therefore there is no reason why person would be charged more than any other because of their sex. However, a person's sex may impact on their care needs and preferences regarding service delivery. We must be aware of this throughout the consultation.</p>
	Sexual Orientation	No	<p>The charging policy strives for equity; therefore there is no reason why a person would be charged more than any other because of their sexual orientation. However, a person's sexual orientation may impact on their care needs and preferences regarding service delivery.</p> <p>See also comments above re "Marriage and Civil Partnership".</p>
	Other groups e.g. rural isolation, deprivation, health inequality, carers, asylum seeker and refugee communities, looked after children, deprived or disadvantaged communities	No	<p>Changes to the charging policy will also affect carers. Therefore to ensure they are able to participate the location and timings of consultation events should be considered to prevent clashes with delivery of social care services, medical appointments and caring responsibilities.</p>
	Community Cohesion	No	<p>One of the major perceived impacts would be on people of different financial means. However, it should be noted that the charges an individual pays are based on a means test/financial assessment to ensure they do not have to contribute more than they can afford (i.e. defined basic levels of Income Support or the Guarantee Credit of Pension Credit plus 25%).</p> <p>As those with more money may see an increase in their charges they may feel discriminated against. However, the consultation will show us if this is the case.</p>
12.	Other comments:		

13.	Decision:		
	No Impact <input type="checkbox"/>	Positive Impact <input type="checkbox"/>	Neutral Impact <input type="checkbox"/>
			Negative Impact or Impact Not Known ² <input checked="" type="checkbox"/>
Note: If ticked 'Negative Impact or Impact Not Known' box at Question 15, will need to progress to full EIA.			
14.	Proceed to full EIA?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
15.	What are your reasons for your decision? Consultation is needed to fully understand the impact on individuals. Request to consult is being considered by Cabinet 5 Mar 2014		

1st Authorised signature (Lead Officer):

Date:

2nd Authorised Signature (Member of DMT):

Date:

Once completed and authorised by the Departmental Equalities Group, this Equality Questionnaire will need to be published on our website. Please send a copy of this form to the Members Secretariat in the Chief Executives Department to louisa.jordan@leics.gov.uk

² 'Impact Not Known' – tick this box if there is no up-to-date data or information to show the effects or outcomes of the function, policy, procedure or service on all of the equality strands.

