

# Equality Impact Assessment

## Consultation on the future of the Service Delivery Central Team and proposals for the restructure of the Reablement Central Team

| Question  | Answer |
|---|--------|
| Did you use the EIA Screening Tool?<br>(Delete as applicable) | No     |

### 1. Explaining the matter being assessed

| Question   | Answer   |
|--|--|
| What policy, function or service change are you assessing? | <p>A Consultation is taking place regarding the future of the Service Delivery Central team and to make some changes to the Reablement Central team. This is because of the substantial reduction in the number of CQC services being run by Service Delivery. The number of CQC registrations will have fallen from 17 in April 2019 to 7 services by the end 2023. The number of staff employed by Service Delivery has decreased from just under 1,200 staff in April 2019 to, an estimated 450 staff by the end of 2023.</p> <p>The consultation proposes that:</p> <ul style="list-style-type: none"><li>the Service Delivery Central Team will no longer be required as a separate team in the Adult Social Care Directorate,</li><li>any posts that continue to be required will sit in another part of Adult Social Care and will have a change of management and reporting structure,</li><li>any posts that are considered to be part of any, planned and future, ASC reviews will transfer to a different line management structure until such time as that review takes place,</li><li>some changes are made to the Reablement Central team,</li><li>the quality assurance of the in</li></ul> |

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| Question   | Answer  |
|--|---|
| <p><b>Why does this EIA need to be completed?</b></p>          | <p>Assessing the impact of these changes on staff with 'protected characteristics' is an important part of our compliance with duties under the Equality Act 2010.</p> <p>Staff may:</p> <ul style="list-style-type: none"> <li>- find it challenging to find alternative employment</li> <li>- have caring responsibilities</li> <li>- have disabilities</li> <li>- become pregnant or become new parents</li> </ul>   |
| <p><b>Who is affected by the proposals outlined above?</b></p> | <p>Staff in the following roles within Service Delivery are affected:</p> <ul style="list-style-type: none"> <li>Area Director Service Delivery x 1</li> <li>Head of Integrated Reablement x 1</li> <li>Senior Manager for Older People Services x 2</li> <li>Senior Manager for PLD services x 1</li> <li>Area Support Manager for Older People Services x 2</li> <li>Lead Project Manager x 1</li> <li>Workforce Engagement and Communication Officer x 1</li> <li>Quality Assurance Manager x 1</li> <li>Business Support Manager x1</li> <li>Safeguarding advisor x 1</li> <li>Resource advisors x 2</li> <li>Business Support and Information Officer x 1</li> <li>Senior Personal Assistant x 1</li> <li>Business Support Coordinator x 1</li> <li>Business Support Assistant x 1</li> </ul> <p>Others impacted:</p> <ul style="list-style-type: none"> <li>Deputy Executive Director for Integration and Health</li> <li>Reablement Service Manager x 2</li> <li>Therapy Manager Reablement x 1</li> <li>Resource and Finance Manager x 1</li> <li>Reablement Digital Business Assistant x 1</li> <li>ASC Senior Business Support Manager</li> <li>Guildford and Waverley Area Finance Manager</li> </ul> <p>Where the term 'staff' is used in this document it applies to full time and part time staff and includes those who are on fixed term contracts or are bank staff.</p> |

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| Question  | Answer   |
|---|--|
| <p>How does your service proposal support the outcomes in <a href="#">the Community Vision for Surrey 2030</a>?</p> | <p>Everyone gets the health and social care support and information they need at the right time and place.</p> |

## 2. Service Users / Residents

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| Impacts identified for Age   | Supporting evidence   | How will you maximise positive/minimise negative impacts?  | When will this be implemented by?   | Owner  |
|--|---|--|---|--|
| <p><b>Negative Impact</b><br/>Older staff may not have worked elsewhere so do not have experience of applying for roles.</p>                               | <p>Internal Surrey CC staff records.</p>  | <p>Assist staff with writing CVs and provide interview training.</p>   | <p>This will be implemented following the response to the staff consultation.</p> | <p>Guidance provided by HR.<br/><br/>Director of Integrated Commissioning.</p> |
| <p><b>Negative Impact</b><br/>Experienced staff of all ages may find it difficult to obtain comparable terms and conditions in the independent sector.</p> | <p>Surrey County Council (SCC) offers a good pension scheme, and has good annual leave and enhancements policies.</p> | <p>Try to redeploy staff wherever possible. Assist with training and skills such as CV writing, job applications and interviews.</p>   | <p>This will be implemented following the response to the staff consultation.</p> | <p>Guidance provided by HR.<br/><br/>Director of Integrated Commissioning.</p> |
| <p><b>Negative Impact</b><br/>Impact on pension benefits for older staff who may be nearing retirement.</p>  | <p>Local government pension scheme recognised as extremely good.</p>  | <p>Try to redeploy staff wherever possible. Signpost staff on how to access independent pension, financial and planning advice and assist with applying for other roles if required.</p> | <p>This will be implemented following the response to the staff consultation.</p> | <p>Guidance provided by HR.<br/><br/>Director of Integrated Commissioning.</p> |

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| Question  | Answer  |
|---|---|
| <p><b>What other changes is the council planning/already in place that may affect the same groups of staff?</b><br/> <b>Are there any dependencies decisions makers need to be aware of</b></p> | <p>A number of in-house services, that are supported and managed by this group of staff, are in the process of closing by the end of 2023. Adult Social Care is undertaken a workforce review, which is being led by Liz Uliasz, Chief Operating Officer.</p> |

| Question  | Answer   |
|---|--|
| <p><b>Any negative impacts that cannot be mitigated? Please identify impact and explain why</b></p> | <p>SCC has good Terms and Conditions so there may be an impact on pensions and benefits for any staff, who are not redeployed.</p> |

## 2. Disability

| Question  | Answer  |
|---|---|
| <p><b>What information (data) do you have on affected staff with this characteristic?</b></p> | <p>No data is provided regarding disabilities for the staff group affected due to the small numbers involved and individuals potentially being identifiable. It is important to recognise that disabilities may not be obvious.</p> |

**Impacts**  
 (Delete as applicable)

Negative impacts.



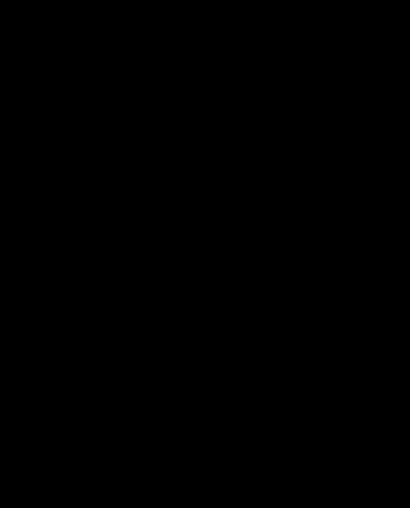
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Impacts identified

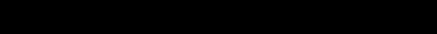




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| Impacts identified for Pregnancy and Maternity  | Supporting evidence  | How will you maximise positive/minimise negative impacts?   | When will this be implemented by?   | Owner  |
|---|--|---|---|--|
| <p><b>Negative Impact</b><br/>Staff on maternity/paternity leave may feel isolated or uninformed about the process.</p> |  | <p>Ensure staff on maternity or paternity leave are kept informed at each stage of the process. Provide the same level of support and training as staff at work. Be flexible in offering this support.</p> <p>Make adjustments to enable staff to participate to the extent they wish to.</p> <p>Arrange 'Keeping in Touch' days where appropriate.</p> | <p>This will be implemented following the response to the staff consultation.</p> | <p>Guidance provided by HR.</p> <p>Director of Integrated Commissioning.</p> |

**Question**  
**What other changes is the commissioning team aware of that may affect the same group?**  
**Are there any dependencies the commissioning team is aware of?**

 A number of in-house services, that are supported and managed by

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| Question   | Answer  |
|--|---|
| <b>What information (data) do you have on affected staff with this characteristic?</b> | No data is provided regarding race for the staff group affected due to the small numbers involved and individuals potentially being identifiable. |
| <b>Impacts</b><br>(Delete as applicable)   | Negative impacts.   |

| Impacts identified for Race   | Supporting evidence          | How will you maximise positive/minimise negative impacts?  | When will this be implemented by?  | Owner   |
|---|------------------------------|--|--|---|
| What impacts have you identified?   | What are you basing this on? | Actions to mitigate or enhance impacts   | Due date   | Who is responsible for this?  |
| <b>Negative Impact</b><br>Where English is not a first language or where staff have a lower level of language and literacy skills, future employment opportunities may be restricted. | -                            | Support to redeploy within SCC where possible.<br><br>Offer confidential one to one support sessions so that all staff can be assisted on an individual basis.<br><br>Assist with training and skills such as CV writing, job applications and interviews. | This will be implemented following the response to the staff consultation. | Guidance provided by HR.<br><br>Director of Integrated Commissioning. |

| Question   | Answer  |
|--|---|
| <b>What other changes is the council planning/already in place that may affect the same groups of staff?</b> | A number of in-house services, that are supported and managed by this group of staff, are in the process of closing by the end of 2023. |

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| Question  | Answer  |
|---|---|
| Are there any dependencies decisions makers need to be aware of | Adult Social Care is undertaken a workforce review, which is being led by Liz Uliasz, Chief Operating Officer |

| Question  | Answer           |
|---|------------------|
| Any negative impacts that cannot be mitigated? Please identify impact and explain why | None identified. |

## 5. Religion and Belief

| Question  | Answer   |
|---|--|
| What information (data) do you have on affected staff with this characteristic? | No data is provided regarding religion and belief for the staff group affected due to the small numbers involved and individuals potentially being identifiable. |
| Impacts (Delete as applicable)  | Negative   |

| Impacts identified for Religion and Belief | Supporting evidence          | How will you maximise positive/minimise negative impacts? | When will this be implemented by? | Owner                        |
|--|------------------------------|---|-----------------------------------|------------------------------|
| What impacts have you identified?          | What are you basing this on? | Actions to mitigate or enhance impacts                    | Due date                          | Who is responsible for this? |

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Impacts identified







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| Question   | Answer  |
|--|---|
| <b>What information (data) do you have on affected staff with this characteristic?</b> | No data is provided regarding marriage or civil partnerships for the staff group affected due to the small numbers involved and individuals potentially being identifiable. |
| <b>Impacts</b><br>(Delete as applicable)   | Negative impacts.   |

| Impacts identified for Marriage and Civil Partnerships | Supporting evidence | How will you maximise positive/minimise negative |
|--|---------------------|--|
|--|---------------------|--|

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| Question | Answer |
|----------|--------|
|          |        |

| Question   | Answer           |
|--|------------------|
| <b>Any negative impacts that cannot be mitigated? Please identify impact and explain why</b> | None identified. |

## 8. Carers

| Question   | Answer   |
|--|--|
| <b>What information (data) do you have on affected staff with this characteristic?</b> | No data is provided regarding caring responsibilities for the staff group affected due to the small numbers involved and individuals potentially being identifiable. |
| <b>Impacts</b><br>(Delete as applicable)   | Negative   |

| Impacts identified for Carers     | Supporting evidence          | How will you maximise positive/minimise negative impacts? | When will this be implemented by? | Owner                        |
|-----------------------------------|------------------------------|---|-----------------------------------|------------------------------|
| What impacts have you identified? | What are you basing this on? | Actions to mitigate or enhance impacts                    | Due date                          | Who is responsible for this? |

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| Impacts identified for Carers   | Supporting evidence             | How will you maximise positive/minimise negative impacts?   | When will this be implemented by? | Owner |
|---|---------------------------------|---|-----------------------------------|-------|
| <p><b>Negative Impact</b><br/>There will be members of the workforce that have caring responsibilities which may restrict alternative employment opportunities due to hours of availability and restricted locations.</p> | <p>Knowledge of staff team.</p> | <p>Ensure all roles within the redeployment pool are explored with staff members even if the role is dissimilar to their existing role.</p> <p>Assist staff with CV writing workshops and interview preparation skills.</p> |                                   |       |



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| Outcome Number       | Description   | Tick |
|----------------------|---|------|
| <b>Outcome One</b>   | <b>No major change to the policy/service/function required.</b><br>This EIA has not identified any potential for discrimination or negative impact, and all opportunities to promote equality have been undertaken  |      |
| <b>Outcome Two</b>   | <b>Adjust the policy/service/function</b> to remove barriers identified by the EIA or better advance equality. Are you satisfied that the proposed adjustments will remove the barriers you identified?   |      |
| <b>Outcome Three</b> | <b>Continue the policy/service/function</b> despite potential for negative impact or missed opportunities to advance equality identified. You will need to make sure the EIA clearly sets out the justifications for continuing with it. You need to consider whether there are:<br>Sufficient plans to stop or minimise the negative impact<br>Mitigating actions for any remaining negative impacts<br>plans to monitor the actual impact.<br><br><b>Stop and rethink</b> the policy when the EIA shows actual or potential unlawful discrimination |      |
| <b>Outcome Four</b>  | (For guidance on what is unlawful discrimination, refer to the <a href="#">Equality and Human Rights Commission's guidance and</a>  |      |

## 6a. Version control

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| Name | Job Title | Organisation | Team Role |
|------|-----------|--------------|-----------|
|      |           |              |           |
|      |           |              |           |

If you would like this information in large print, Braille, on CD or in another language please contact us on:

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