

Equality & Human Rights Impact Assessment (EHRIA)

This Equality and Human Rights Impact Assessment (EHRIA) will enable you to assess the **new, proposed or significantly changed** policy/ practice/ procedure/ function/ service** for equality and human rights implications.

Undertaking this assessment will help you to identify whether or not this policy/ practice/ procedure/ function/ service** may have an adverse impact on a particular community or group of people. It will ultimately ensure that as an Authority we do not discriminate and we are able to promote equality, diversity and human rights.

Before completing this form please refer to the EHRIA [guidance](#), for further information about undertaking and completing the assessment. For further advice and guidance, please contact your [Departmental Equalities Group](#) or equality@leics.gov.uk

***Please note: The term 'policy' will be used throughout this assessment as shorthand for policy, practice, procedure, function or service.*

Key Details	
Name of policy being assessed:	Relocation of Community Life Choices Service at Millfield.
Department and section:	Adults and Communities – Personal Care and Support
Name of lead officer/ job title and others completing this assessment:	Dianne Esmond, Project Manager
Contact telephone numbers:	0116 305 9210
Name of officer/s responsible for implementing this policy:	Claire Jones, Head of Service In House Services Mandy Ewart, Locality Manager
Date EHRIA assessment started:	5 December 2014
Date EHRIA assessment completed:	7 May 2015

Section 1: Defining the policy

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You should begin this assessment by defining and outlining the scope of this policy. You should consider the impact or likely impact of the policy in relation to all areas of equality, diversity and human rights, as outlined in Leicestershire County Council's Equality Strategy.

1	<p>What is new or changed in this policy? <i>What has changed and why?</i></p> <p>Millfield Community Life Choices Service and The Trees Short Breaks Service</p> <p>Millfield is a CLC service located in Hinckley which opened in the 1970s, and has provided day services for people with learning and physical disabilities over the past 40 years.</p> <p>There is a pressing need to move out of the Millfield building which has been deemed no longer fit for purpose, and will require significant modernisation in order to deliver a specialist service in line with the Day Services Strategy.</p> <p>12 service users use the facility across the week, although not every service user attends full time, so there are different numbers on different days, with maximum attendance of 12 per day.</p> <p>The preferred option, already identified, is to utilise the communal lounge and kitchen in the Trees Short Breaks Service (Known as Cedarwood) to provide a CLC service. An extension will also be built, to create additional space. This would also be available for use by short breaks residents. One of the current Short Breaks bathrooms will be converted into a high dependency bathroom and changing facility. In addition, existing Short Breaks bedrooms will be modernised and provided with access to an ensuite bathroom/WC .</p>
2	<p>Does this relate to any other policy within your department, the Council or with other partner organisations? <i>If yes, please reference the relevant policy or EHRIA. If unknown, further investigation may be required</i></p> <p>Criteria for In House Community Opportunities November 2011</p> <p>The proposals are in line with the County Council undertaking to run a Community Opportunities hub which provides specialist services for those service users with high dependency needs if alternative services are not available within the community. At present there is no alternative service in Hinckley to Millfield.</p>

	<p>Using Buildings Better</p> <p>The proposals are in line with this policy, as they will further utilise a building accommodating an existing service</p> <p>Short Breaks Strategy 2014 – 17</p> <p>This Strategy envisages short breaks services in future providing person centred activities in the daytime instead of people being sent to their own or other CLC services. Closing Millfield provides an opportunity to move the CLC service across to The Trees Short Breaks to provide a combined service of this nature.</p>																		
3	<p>Who are the people/ groups (target groups) affected and what is the intended change or outcome for them?</p> <ul style="list-style-type: none"> • Service users with learning disabilities will move to a more appropriate smaller setting where people will have choice over how they spend their time. • Staff who will need to relocate from Millfield. <p>It should be noted that:</p> <ul style="list-style-type: none"> • The Trees is located close to Millfield. • The service will be moved on a 'lift and drop' basis so staff and service users will move together 																		
4	<p>Will this policy meet the Equality Act 2010 requirements to have due regard to the need to meet any of the following aspects? (Please tick and explain how)</p> <table border="1"> <thead> <tr> <th></th><th>Yes</th><th>No</th><th>How?</th></tr> </thead> <tbody> <tr> <td>Eliminate unlawful discrimination, harassment and victimisation</td><td><input checked="" type="checkbox"/></td><td></td><td>The service will continue to promote inclusion by providing for people with learning disabilities who will receive a personalised service in a domestic setting, and have access to community based activities.</td></tr> <tr> <td>Advance equality of opportunity between different groups</td><td><input checked="" type="checkbox"/></td><td></td><td>Service users will receive a personalised service and be provided with choice on how they wish to spend their time, depending on their preferences and needs.</td></tr> <tr> <td>Foster good relations between different groups</td><td><input checked="" type="checkbox"/></td><td></td><td>Service users will benefit from a more integrated setting in a residential area.</td></tr> </tbody> </table>				Yes	No	How?	Eliminate unlawful discrimination, harassment and victimisation	<input checked="" type="checkbox"/>		The service will continue to promote inclusion by providing for people with learning disabilities who will receive a personalised service in a domestic setting, and have access to community based activities.	Advance equality of opportunity between different groups	<input checked="" type="checkbox"/>		Service users will receive a personalised service and be provided with choice on how they wish to spend their time, depending on their preferences and needs.	Foster good relations between different groups	<input checked="" type="checkbox"/>		Service users will benefit from a more integrated setting in a residential area.
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Section 2: Equality and Human Rights Impact Assessment (EHRIA) Screening

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The purpose of this section of the assessment is to help you decide if a full EHRIA is required.

If you have already identified that a full EHRIA is needed for this policy/ practice/ procedure/ function/ service, either via service planning processes or other means, then please go straight to [Section 3](#) on Page 7 of this document.

Section 2

A: Research and Consultation

5.	Have the target groups been consulted about the following? a) their current needs and aspirations and what is important to them; b) any potential impact of this change on them (positive and negative, intended and unintended); c) potential barriers they may face	Yes	No*
		Yes	
		Yes	
		Yes	
6.	If the target groups have not been consulted directly, have representatives been consulted or research explored (e.g. Equality Mapping)?		
7.	Have other stakeholder groups/ secondary groups (e.g. carers of service users) been explored in terms of potential unintended impacts?	Yes	
8.	*If you answered 'no' to the question above, please use the space below to outline what consultation you are planning to undertake, or why you do not consider it to be necessary.		

Section 2

B: Monitoring Impact

9.	Are there systems set up to: a) monitor impact (positive and negative, intended and unintended) for different groups; b) enable open feedback and suggestions from different communities	Yes	No
		Yes	
		Yes	

Note: If no to Question 8, you will need to ensure that monitoring systems are established to check for impact on the protected characteristics.

Section 2

C: Potential Impact

10.

Use the table below to specify if any individuals or community groups who identify with any of the '[protected characteristics](#)' may potentially be affected by this policy and describe any positive and negative impacts, including any barriers.

	Yes	No	Comments
Age		X	There are a total of 12 service users with an age range of 26 – 62 years of age.
Disability	X		<p>In the shorter term, the relocation to The Trees Short Breaks Service will affect people with learning disabilities who use the service (including 5 people who use The Trees Short Breaks on a regular basis and one who attends the Short Breaks Service at Carlton Drive, Wigston) in the following ways:</p> <ul style="list-style-type: none"> • The service currently comprises of ten short break beds, 3 high dependency beds and 7 low dependency beds. One of the Short Breaks beds (low dependency) will be converted into a high dependency en-suite facility. Currently this low dependency bed is not being fully utilised, as it does not meet the needs of service users accessing Short Breaks. • It is recognised that moving the service could be disruptive. To alleviate this service users have been consulted on their preferences and have a choice over whether to stay with the CLC service currently based at Millfield or access alternative provision. • There will also be a period of transition where service users will visit the new premises to familiarise themselves with the new environment whilst continuing with their current activities. • In the longer term, service users will be moving to a more appropriate environment in the same geographical area, where they can make use of modern and up to date

			facilities.
	Gender Reassignment	X	No issues identified
	Marriage and Civil Partnership	X	No issues identified
	Pregnancy and Maternity	X	No issues identified
	Race	X	The service users are all White British - this reflects the ethnic composition of the Hinckley area.
	Religion or Belief	X	Of the 12 service users, 8 are Christian and 4 have no religion recorded.
	Sex	X	There are 7 male and 5 female Service Users.
	Sexual Orientation	X	No data available
	Other groups e.g. rural isolation, deprivation, health inequality, carers, asylum seeker and refugee communities, looked after children, deprived or disadvantaged communities	X	<p>The Consultation held between 20 January – 4 February 2015 (see Section 8 above) included parents and carers who responded positively to the proposed changes. They were pleased overall that the support would remain the same, that development would enhance the current facilities at The Trees Short Breaks and that they would continue to be based in Hinckley with access to transport.</p> <p>Some concern was raised about possible confusion on the part of service users who already use the Short Breaks Service at The Trees adapting to going to the same venue for their Community Life Choices Service. It was accepted that the impact of this will not be known until the new location is in use. Staff will work with all service users on individual plans to take them through the relocation, and other choices are on offer if the new arrangements do not suit the service user.</p>
	Community Cohesion		

11.	<p>Are the human rights of individuals <u>potentially</u> affected by this proposal? Could there be an impact on human rights for any of the protected characteristics? (Please tick)</p> <p>Explain why you consider that any particular article in the Human Rights Act may apply to your policy/ practice/ function or procedure and how the human rights of individuals are likely to be affected below: [NB. Include positive and negative impacts as well as barriers in benefiting from the above proposal]</p>			
		Yes	No	Comments
Part 1: The Convention- Rights and Freedoms				
Article 2: Right to life			x	
Article 3: Right not to be tortured or treated in an inhuman or degrading way		<input checked="" type="checkbox"/>		<p>Services are provided so as not to expose a person to degrading treatment. Due to the complex physical and mental health needs of individuals who attend these services, there is often a personal care element to the support provided. This is provided by suitably skilled and trained members of staff who are able to deliver dignified personal care services.</p> <p>Staff delivering the service should all have received training in relation to Safeguarding and Whistleblowing policies and procedures, to ensure that people receive appropriate support in the right way.</p>
Article 4: Right not to be subjected to slavery/ forced labour			x	
Article 5: Right to liberty and security		<input checked="" type="checkbox"/>		<p>Service users will be given appropriate support to ensure their safety in the new environment and when taking part in activities. At the same time regard will be had to their right to choice.</p> <p>County Council safeguarding</p>

				policies and procedures will continue to apply in the new location which already houses the Trees Short Breaks Service.
	Article 6: Right to a fair trial		x	
	Article 7: No punishment without law		X	
	Article 8: Right to respect for private and family life	<input checked="" type="checkbox"/>		<p>These services enable and support vulnerable individuals to continue to live at home. They promote and maintain links with the community as well as providing an environment for social inclusion and activities.</p> <p>The continuing provision of a CLC service in Hinckley is in line with the County Council's Strategy to promote and increase the range of opportunities for people to access community life choices. This will provide scope to develop more flexible options for individuals to live their lives in the community and access services open to all.</p> <p>Services should respect an individual's right to privacy and that individual support plans are developed that consider personal choices.</p> <p>All personal information relating to individuals must be appropriately managed under Leicestershire County Council policy and procedures concerning data protection and information governance. The procedure requires staff to be knowledgeable about data management.</p>
	Article 9: Right to freedom of thought, conscience and religion	<input checked="" type="checkbox"/>		<p>The provision of the service must have regard to an individual's religious and social needs, so as not to interfere with their freedom of thought and expression. Social activities provided consider the individual needs of all attendees, including their culture and customs.</p>

				Staff must comply with LCC procedures to undertake Equalities training and to demonstrate a clear understanding of the importance of enabling individual vulnerable people to manifest their culture, religion and belief.
	Article 10: Right to freedom of expression		x	
	Article 11: Right to freedom of assembly and association		x	
	Article 12: Right to marry		x	<p>In-house day care services must ensure that whilst supporting a person in their care, the service should promote each person's free choice for making friendships and relationships including to marry.</p> <p>Vulnerable people should each be supported in a respectful and individual way taking account of their capacity to understand, maintain and participate in such a relationship.</p>
	Article 14: Right not to be discriminated against	<input checked="" type="checkbox"/>		<p>Staff takes account of PSED protected characteristics when support planning and make sure personal budgets are appropriately tailored to individual needs and protected characteristics.</p> <p>Services are provided to vulnerable people with community care needs across all the recognised equality strands. The service must ensure that assessment and provision solutions take appropriate account of individual needs and are provided in a non-discriminatory manner in line with Leicestershire County Council policy and procedure.</p> <p>All staff must undertake training as part of that Procedure, and in their practice should demonstrate their</p>

				understanding of the values of non-discrimination.
Part 2: The First Protocol				
	Article 1: Protection of property/ peaceful enjoyment		x	
	Article 2: Right to education		x	
	Article 3: Right to free elections		x	
Section 2				
D: Decision				
12.	Is there evidence or any other reason to suggest that:	Yes	No	Unknown
	a) this policy could have a different affect or adverse impact on any section of the community;		x	
	b) any section of the community may face barriers in benefiting from the proposal		x	
13.	Based on the answers to the questions above, what is the likely impact of this policy			
	No Impact <input type="checkbox"/>	Positive Impact <input checked="" type="checkbox"/>	Neutral Impact <input type="checkbox"/>	Negative Impact or Impact Unknown <input type="checkbox"/>
Note: If the decision is 'Negative Impact' or 'Impact Not Known' an EHRIA Report is required.				
14.	Is an EHRIA report required?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	

Section 4: Sign off and scrutiny

Upon completion, the Lead Officer completing this assessment is required to sign the document in the section below.

It is required that this Equality and Human Rights Impact Assessment (EHRIA) is scrutinised by your [Departmental Equalities Group](#) and signed off by the Chair of the Group.

Once scrutiny and sign off has taken place, a depersonalised version of this EHRIA should be published on Leicestershire County Council's website.

Section 4

A: Sign Off and Scrutiny

Confirm, as appropriate, which elements of the EHRIA have been completed and are required for sign off and scrutiny.

Equality and Human Rights Assessment Screening ☒

Equality and Human Rights Assessment Report ☐

1st Authorised Signature (EHRIA Lead Officer):

Date:

2nd Authorised Signature (DEG Chair):



Date: ...12/05/15.....