

## Appendix E

### Equality Impact Analysis (EIA) Resident/Service User

Please refer to the guidance and initial Equality Impact Analysis before completing this form.

<b>1. Details of function, policy, procedure or service:</b>	
Title of what is being assessed: Cessation of Council support to Community Focus through Corporate Grants	
Is it a new or revised function, policy, procedure or service? Revised function	
Department and Section: Adults and Health	
Date assessment completed: August 2016	
<b>2. Names and roles of people completing this assessment:</b>	
Lead officer	Zoë Garbett, Commissioning Lead Health and Wellbeing
Stakeholder groups	Council departments: Adults DU, Commissioning Group, Family Services, Housing Barnet CCG Councillors Residents
Representative from internal stakeholders	Commissioning Leads Grants Manager
Representative from external stakeholders	
Delivery Unit Equalities Network rep	
Performance Management rep	Adults Delivery Unit
HR rep (for employment related issues)	N/A
<b>3. Full description of function, policy, procedure or service:</b>	
Please describe the aims and objectives of the function, policy, procedure or service	
<p>The Service is funded through corporate grant. The corporate grant is for funding for 375 older service users and those with learning disabilities (131 at Friary Park and 244 throughout reach schemes) to receive art classes by providing a subsidy related for each individual service user at Friary Park and the grant allows CF to offer a reduced rate for the service they provide to care homes. Community Focus is not currently a commissioned provider of eligible care services for adults social care.</p>	

## Context

Adults and Health is required to make £2,178,000 in savings over 3 years from third party expenditure. To meet this requirement, externally commissioned third sector organisations providing adults prevention provision have been reviewed and recommendations made with regards to securing savings from these contracts.

Early Intervention and Prevention is fundamental to future sustainability of Adult Social Care Services. Our offer to adults needs to be proportionate, of high quality and good value for money. This overall review explored the social care investment in early intervention and prevention.

Information provided through contract monitoring and discussions with commissioners was used to assess effectiveness, for example quantitative and qualitative information, regarding use of the service (numbers, targeting), service quality and impact as well as employing evidence of best practice to assess our offer. The review looked at the known triggers for entry and escalation into the social care system and how the services on offer and how they contribute to these

The review has also considered monitoring information provided by organisations to assess how effectively organisations are delivering. The review focusses on retaining services that we have evidence/know to have the highest impact and to be most effective at managing demand.

Barnet Council's grant agreement, which started in 2011, requires CF to provide a personalised service to disabled people and people with additional needs. Courses cater for small numbers of people (to ensure that service users are supported) – in most cases a maximum of fifteen at a time – and that CF maintains a staff-client ratio of at least one tutor and one to two volunteers to ten to twelve service users in each activity, depending on the needs of the client group.

A three-year agreement, extending to 31 March 2014, was negotiated with CF based on subsidising the fees payable for attendance on its courses. The agreement has since been extended by a further two years to the end of 2015/16. The agreement has recently been extended, at Community Leadership Committee (March 2016), for a further year ending 31 March 2017. Community Focus agreed to the agreement terms and therefore aware of the grant being awarded for one year. This was discussed again in August 2016.

## Funding

The table below shows how the subsidy will reduce until March 2017. Barnet Council currently funds this subsidy to Community Focus service users through its central grants team and not through a service area (such as adults or childrens). The allocated grant and number of clients in respect of whom CF has claimed the subsidy for the duration of the agreement are as follows (includes the agreement for 2016/17):

2011/12 Grant – £83,300	2012/13 Grant - £75,300	2013/14 Grant - £67,300	2014/15 Grant - £59,300	2015/16 Grant - £51,300	2016/17 Grant - £47,300
660 (including 456 through outreach programme)	597 (including 397 through outreach programme)	533 (including 347 through outreach programme)	470 (including 307 through outreach program me)	406 (including 264 through outreach program me)	375 (including 244 through outreach program me)

EIAs were completed in 2011 and 2014 with regards to the reduction of the grant, the EIAs detailed that the following group would be impacted:

- Over 55's
- People with Disabilities including sensory and perception impairment
- Learning difficulties
- People with mental health conditions
- People on low incomes
- Carers by association
- Impact will be negative because the cost of the course will rise in direct proportion to the reduced subsidy

The outreach courses are delivered within care homes.

Barnet Council's funding to CF via this agreement for the financial year 2015/16 is now less than 20% of the total annual turnover of the organisation, therefore it is considered that there is a low risk that the funding reduction would destabilise the organisation. CF reported a turnover of just over £300,000 in March 2015 (Charity Commission). However, as a CF is a council tenant the council have concerns about the financial viability of the organisation.

It is worth noting that Children's have also had a contractual relationship with CF for six years. CF are part of the 4 year framework (April 2015 – March 2019) to provide short breaks and respite projects during school holidays for children and young people (10 – 19) with disabilities. The framework includes nine providers and there is a clear referral process to ensure that children and young people with the highest needs are accessing the service. CF provides 6 – 7 project a year through the framework with 14 children and young people attending each project. The annual value of the contract to CF is up to £30,000.

## **Proposal**

This EIA is considering the proposal not to issue any further grants to fund the service for Adults through Corporate grants and the impact this may have on service users. The agreement has recently been extended, at Community Leadership Committee, for a further year ending 31 March 2017. Community Focus agreed to the agreement terms and therefore are aware of the grant being awarded for a further year to end in March 2017.

### *In-house Services*

Currently around 80-85 individuals attend in-house courses provided by CF each year and repeat courses.

Withdrawal of subsidy related Barnet grant could affect the price of workshop for the target audience. Current subsidy is £126 per person per term roughly 50% of cost of course. It may be that CF are able to secure alternative sources of grant funding which will mean they do not pass on the full subsidy loss to the clients.

### *Outreach (care homes)*

CF charge a 'subsidised' rate to these homes (using the LBB grant to reduce the cost), CF has supported Care Homes to apply for funding to pay for the courses. Attendance is dependent on client choice and preference. However, it is noted that generally all clients present at the home 'attend' when the activities take place in the care homes. Care homes would continue to purchase art courses either from Community Focus at a higher price or from other organisations or independent artists.

## **Organisation Business model**

CF is a social enterprise with diverse funding streams –it is not solely dependent on Barnet grant.

<p><b>How are the equality strands affected?</b> <i>Please detail the effects on each equality strand, and any mitigating action you have taken so far. Please include any relevant data. If you do not have relevant data please explain why.</i></p>			
Equality Strand	Affected?	Please explain how affected	What action has been taken already to mitigate this? What further action is planned to mitigate this?
1. Age	Yes <input checked="" type="checkbox"/> / No <input type="checkbox"/>	<p><b>In-house</b></p> <p>Of the 76 people eligible for council subsidies for the in-house courses, 15.7% are over 65 which is only slightly higher than the proportion of people over 65 in Barnet population (14%). Therefore the proposal would have no disproportionate impact on any one age group.</p> <p><b>Outreach (care homes)</b></p> <p>All of the 167 people eligible for council subsidies for outreach were over 55. This demonstrates that any reduction in service is most likely to impact more significantly on this age group.</p>	<p><b>In-house</b></p> <p>CF will receive support from Community Barnet to review their current charging model and support the organisation to apply for alternative funding.</p> <p>LBB are currently working with CF to develop an appropriate payment plan to reduce the rent arrears.</p> <p>If the service closes, alternative provision has been identified and is listed I the table below (table 1)</p> <p><b>Outreach</b></p> <p>It is anticipated that care homes would continue to purchase art courses either from Community Focus at a higher price or from other organisations or independent artists.</p>
2. Disability	Yes <input checked="" type="checkbox"/> / No <input type="checkbox"/>	<p>All clients of CF are reported as having a disability.</p> <p><b>In-house</b></p> <p>76 residents accessing subsidised in-house courses – majority of people using the service had a learning disability; a minority of which were also recorded as having mental health issues or behavioural difficulties and four of which are recorded as having a severe</p>	<p><b>In-house</b></p> <p>CF will receive support from CommUNITY Barnet to review their current charging model and support the organisation to apply for alternative funding.</p> <p>LBB are currently working with CF to develop an appropriate payment plan to reduce the rent arrears.</p> <p>If the service closes, alternative provision has been identified and is listed I the table below (table 1)</p>

		<p>learning disability.</p> <p><b>Outreach</b></p> <p>167 residents accessing subsidised courses in outreach venues – over two thirds of the people accessing these courses were diagnosed with dementia; this is due to the majority of the outreach venues being residential care homes.</p> <p>This demonstrates that any reduction in service is most likely to impact more on people with disabilities and in particular those with Dementia and learning disabilities.</p>	<p><b>Outreach</b></p> <p>It is anticipated that care homes would continue to purchase art courses either from Community Focus at a higher price or from other organisations or independent artists.</p> <p>Table 1 outlines other sources of similar services for these groups.</p>
3. Gender reassignment	Yes <input type="checkbox"/> / No <input type="checkbox"/>	Information not provided	
4. Pregnancy and maternity	Yes <input type="checkbox"/> / No <input type="checkbox"/>	Information not provided	
5. Race / Ethnicity	Yes <input checked="" type="checkbox"/> / No <input type="checkbox"/>	<p><b>In-house</b></p> <p>Of the 76 people eligible for council subsidies for the in-house courses, 77% identify as white. In Barnet's population 61.3% of residents identify as white and therefore demonstrates that any reduction in service is most likely to impact people who identify as white.</p> <p>Race / ethnicity is not recorded for outreach clients.</p>	<p><b>In-house</b></p> <p>CF will receive support from CommUNITY Barnet to review their current charging model and support the organisation to apply for alternative funding.</p> <p>LBB are currently working with CF to develop an appropriate payment plan to reduce the rent arrears.</p> <p>If the service closes, alternative provision has been identified and is listed in the table below (table 1)</p> <p><b>Outreach</b></p> <p>It is anticipated that care homes are likely to make continuing provision for art courses either from Community Focus at a higher price or from other organisations or</p>

			independent artists.
6. Religion or belief	Yes <input type="checkbox"/> / No <input type="checkbox"/>	Information not provided	
7. Gender / sex	<p>In house Yes <input type="checkbox"/> / No <input checked="" type="checkbox"/></p> <p>Outreach (care homes) Yes <input checked="" type="checkbox"/> / No <input type="checkbox"/></p>	<p><b>In-house</b> Of the 76 people eligible for council subsidies for the in-house courses, 53% identify as female and 47% identify as male which is broadly similar to the gender profile of the borough with 51.1% of residents identifying as female and 48.9% male.</p> <p><b>Outreach</b> Of the 167 residents accessing the outreach courses, 68% identify as female and 30% identify as male (for 2% of the clients gender information was missing).</p> <p>As the outreach sessions are held in care homes and all clients are over 55 it is more relevant to compare these figures to the boroughs over 65 population profile which reflects the longer lifespans of women with 56.5% female and 43.5% male. However, the gender profile of the clients accessing the courses still shows an over representation of women and demonstrates that any reduction in service is most likely to impact more on females (although a reduction in service is not anticipated for the outreach sessions).</p>	<p><b>In-house</b> CF will receive support from CommUNITY Barnet to review their current charging model including advice and support to CF to apply for alternative funding And grow the service user base.</p> <p>LBB are currently working with CF to develop an appropriate payment plan to reduce the rent arrears.</p> <p>If the service closes, alternative provision has been identified and is listed in the table below (table 1)</p> <p><b>Outreach</b> It is anticipated that care homes would continue to purchase art courses either from Community Focus at a higher price or from other organisations or independent artists.</p>
8. Sexual orientation	Yes <input type="checkbox"/> / No <input type="checkbox"/>	Information not provided	
9. Marital Status	Yes <input type="checkbox"/> / No <input type="checkbox"/>	Information not provided	

<p><b>10. Other key groups?</b></p>	<p>Yes <input checked="" type="checkbox"/> / No <input type="checkbox"/></p>		
<p>Carers</p>	<p>Yes <input checked="" type="checkbox"/> / No <input type="checkbox"/></p>		
<p>People with mental health issues</p>	<p>Yes <input type="checkbox"/> / No <input type="checkbox"/></p>		
<p>Some families and lone parents</p>	<p>Yes <input type="checkbox"/> / No <input type="checkbox"/></p>	<p><b>People with a low income</b></p>	<p>Personal budgets have been designed to provide service users with choice and independence. People receiving a personal budget may choose to purchase art classes from CF if it is in accordance with the objectives in the care plan.</p>
<p>People with a low income</p>	<p>Yes <input checked="" type="checkbox"/> / No <input type="checkbox"/></p>	<p>Withdrawal of subsidy related Barnet grant could affect the price of workshop for the target audience. Current subsidy is £126 per person per term roughly 50% of cost of course</p>	
<p>Unemployed people</p>	<p>Yes <input type="checkbox"/> / No <input type="checkbox"/></p>		
<p>Young people not in employment education or training</p>	<p>Yes <input type="checkbox"/> / No <input type="checkbox"/></p>		<p>CF will receive support from CommUNITY Barnet to review their current charging model and support the organisation to apply for alternative funding.</p>
			<p>It may be that CF are able to secure alternative sources of grant funding which will mean they do not pass on the full subsidy loss to the clients.</p>

**Table 1 - Alternative provision:**

Client group	If these services are no longer available
<b>Adults</b>	
<p>Adults with disabilities and older people who are not eligible for social care support.</p>	<p>Ageing Well – social inclusion programmes across the borough including Silver Service; discounted meals at local restaurants for older people</p>
	<p>Altogether Better locality projects in Burnt Oak, East Finchley and High Barnet activities include Wellbeing Cafes, table tennis, Men in Sheds and Computer and Cuppa sessions</p>

	<p>Barnet and Southgate College offer a number of learning opportunities (note: only some of the courses are provided free of charge)</p> <p>Maxability - art courses for people with disabilities (small charge)</p> <p>CAB information and advice service</p>
Adults eligible for social care support	<p>If any current user of CF is a client of Council adult social care (ASC) services (i.e. has eligible needs) and the change to CF funding will have an impact on them, a member of the ASC team will work with those users to identify alternatives.</p> <p>It is understood that circa 5 Your Choice Barnet (YCB) users attend some CF activities, although not as part of their statutory support plan. For these users, their YCB key worker will work with them to identify alternatives should they wish to continue to do these types of activities</p>
Adults with learning disabilities	<p>Barnet Mencap – for social inclusion and employment support for people with learning disabilities</p> <p>Barnet and Southgate College offer a number of learning opportunities including at the specialist Learning Disability (note: only some of the courses are provided free of charge)</p>
Adults with mental health problems	<p>Twining and Future Path – employment support for people with mental health problems</p> <p>Barnet Mind – for social inclusion activities (group and one to one support)</p> <p>Information and advice service via community access workers at the Network</p>
Adults with dementia	<p>Alzheimer’s Society - day opportunities, dementia advisors (specialist advice and support), dementia cafes, carer support</p>
Adults accessing services within residential care	<p>The residential care homes currently receiving courses from CF will be informed of CFs service no longer being available and supported to link with any of the services above.</p>

**4. What will be the impact of delivery of any proposals on satisfaction ratings amongst different groups of residents?**



It will be very important to build community and service user understanding about the strategic reasons for change. Barnet will need to communicate more broadly and persuasively about the changed approach to vulnerable service users by providing a personal budget and allowing more choice and independence about how that is spent. Service users will therefore have the choice to continue to support CF arty activities. However, if Community Focus are unable to maintain a presence at Friary Park and the in house service ceases, this could impact negatively on the satisfaction of residents, particularly those with accessing the in-house provision.

**5. How does the proposal enhance Barnet's reputation as a good place to work and live?**

The proposal is unlikely to enhance Barnet's reputation as a good place to work or live unless Barnet is able to communicate more broadly and persuasively about the changed approach to vulnerable service users by providing a personal budget and allowing more choice and independence about how that is spent.

**6. How will members of Barnet's diverse communities feel more confident about the council and the manner in which it conducts its business?**

It will be very important to build community understanding about strategic change in how Barnet supports vulnerable adults by providing a personal budget and allowing people more choice and independence about how that is spent.

**7. Please outline what measures and methods have been designed to monitor the application of the policy or service, the achievement of intended outcomes and the identification of any unintended or adverse impact?**

CF have been aware of the grant agreement terms with the initial grant being for 3 years and then subsequent one year extensions (for a total of 6 years). Therefore, when the grant for 2016/17 was agreed in March 2016, CF were aware of the grant agreement only being in place for 2016/17. This was reiterated in a meeting in August 2016.

The Council will work with CF to ensure an exit and transition plan is in place that takes account of any ongoing support needs for existing service users who decide not to continue with the service. The process will be closely managed by the council from the point of serving notice to the provider and the date the contract ends.

The changes will be fully explained to service users through their contact with Adult Social Care and information will be provided about sources of information, advice to support their future art activities, including, if still available CF courses (albeit at an increased rate).

Data from the JSNA (2015 – 2020) was used for a comparison against the service data to determine any disproportionate impact.

**8. How will the new proposals enable the council to promote good relations between different communities?**

No impact anticipated

From the recent residents survey: 85% of residents agree that people from different backgrounds get on well together

**9. How have employees and residents with different needs been consulted on the anticipated impact of this proposal? How have any comments influenced the final proposal?**

The standard grant agreement, which CF has signed up to for 2016/17, state –

Any grant is given at the discretion of the Council and relates only to that financial year for which it is approved. Such approval implies no commitment on the part of the Council to give financial or other assistance in any succeeding year. The Council will not fund the second year of any project.

The agreement for CF for 2016/17 refers solely to 2016/17.

On the 25 August 2016, CF met with the Leader of the Council and the Commissioning Adults and Health to discuss the terms and conditions of the contract as well as current service performance. The Director communicated that the grant funding and agreement only ran for 2016/17 and ends in March 2017. Service performance was also discussed as, from service data, it is clear that the majority of in house clients continual access the service with very few new clients.

CF has adapted to a reduction in grant since 2011/12 as follows:

2011/12	2012/13	2013/14	2014/15	2015/16	2016/17
Grant – £83,300	Grant - £75,300	Grant - £67,300	Grant - £59,300	Grant - £51,300	Grant - £47,300
660 (including 456 through outreach programme)	597 (including 397 through outreach programme)	533 (including 347 through outreach programme)	470 (including 307 through outreach programme)	406 (including 264 through outreach programme)	375 (including 244 through outreach programme)

The point below were identified as actions in the EIA from 2014 which have been taken forward throughout work in the Council:

**Service Users**

If eligible increased use of personalised budget by service users provides choice and independence for the service user.

There may be alternative Adults and Communities provision  
There may be alternative Your Choice Barnet provision  
CF will continue to provide services and work closely with Delivery Units and if the proposal is endorsed LBB will work closely with CF to manage any transition

When plans are confirmed the council will communicate with service users what this will mean to them. The changes will be fully explained to CF in house service users who are supported by Barnet, through their contact with Adult Social Care. Information will be provided to them about sources of information, advice to support their future art activities, including, if still available CF courses (albeit at an increased rate).

Service users will still have the opportunity to undertake art activities at CF if it maintains a presence at Friary Park at an increased rate and elsewhere in the borough or so we do not consider it necessary to undertake public consultation on these changes.

Care Homes will also be notified of the Council's decision and may choose to continue to fund the provision.

The organisation will be offered specific support around sustainability and partnerships from Community Barnet. Community Barnet have been commissioned by the council to provide this support.

## Overall Assessment

10. Overall impact		
Positive Impact  <input type="checkbox"/>	Negative Impact or Impact Not Known <sup>1</sup>  <input checked="" type="checkbox"/>	No Impact  <input type="checkbox"/>

11. Scale of Impact		
Positive impact:  Minimal <input type="checkbox"/> Significant <input type="checkbox"/>	Negative Impact or Impact Not Known  Minimal <input checked="" type="checkbox"/> Significant <input type="checkbox"/>	

12. Outcome			
No change to decision  <input type="checkbox"/>	Adjustment needed to decision  <input type="checkbox"/>	Continue with decision <i>(despite adverse impact / missed opportunity)</i>  <input checked="" type="checkbox"/>	If significant negative impact - Stop / rethink  <input type="checkbox"/>

<sup>1</sup> '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.

**13. Please give full explanation for how the overall assessment and outcome was decided.**

It is not clear whether CF will continue to offer art classes to this groups of service users and if so whether costs to those service users would increase.

There is alternative specialist provision in the borough as outlined in Table One.

Individuals who are eligible for personal independent payments will have the choice and independence to fund similar activities (art classes) either through specialist provision or mainstreamed.

Due to legal restrictions, the council is unable to extend the contract any further as this has been extended in the past and the council is required to go out to tender for this provision.

Following a review of early support and prevention services funded by Adults and Communities it is thought that the provision does not strategically fit with the borough's approach to early support and therefore the council will not be going out to tender for this provision.

In line with the Council's Corporate Plan which outlines a key principle of fairness, the review aimed to ensure that we are using our resources as fairly as possible; targeting services at those who need them most, where there is an evidence base of effective impact and where reach can be maximised.

To improve choice and control for residents eligible for social care services, personal budgets can be used to purchase a variety of activities that fit the needs and aspiration of the individual. Arts provision can be purchased through personal budgets.

The Council's grant to Community Focus currently represents 15% of the organisations turnover.

Community Focus are currently a tenant in a council building; the Council is currently working with Community Focus to ensure that appropriate rent payments are being made. Decisions regarding occupancy of Council properties is currently being made in line with the borough Community Benefit Assessment Tool.

Data provided by Community Focus was used in the development with EIA. Data from term 3 2015/16 covering 167 outreach clients (in care homes) and 76 in house clients eligible for subsidies. It is understood that there is a low turnover of clients accessing the in house services.

Community Focus were informed of the one year extension to their grant when the grant was extended and are aware that the grant ends in March 2017. Community Focus will be able to access support by Community Barnet.

Care homes may choose to continue to purchase courses from Community Focus.

### 14. Equality Improvement Plan

Please list all the equality objectives, actions and targets that result from the Equality Analysis (continue on separate sheets as necessary). These now need to be included in the relevant service plan for mainstreaming and performance management purposes.

Equality Objective	Action	Target	Officer responsible	By when
Communication with Community Focus	<ul style="list-style-type: none"> <li>• Meeting with Commissioning Director Adults and Health and the Leader to inform (August 2016)</li> <li>• Ongoing communication and dialogue with the Council's Grants Manager</li> <li>• Ongoing dialogue with estates regarding premises and rent</li> <li>• Support from Community Barnet</li> </ul>	<p>To ensure that Community Focus are aware of the council's position regarding the contract and the strategic context in which decisions have been made.</p> <p>Community Focus will be provided with enough time to prepare for the end of the contract and seek support from Community Barnet.</p>	KA	<p>25 August 2016 - complete</p> <p>Ongoing</p> <p>Ongoing</p> <p>November 2016 - March 2017</p>
Communication with service users	<ul style="list-style-type: none"> <li>• Consultation</li> <li>• Support to access alternative support</li> </ul>	Community Focus will be provided with enough time to prepare for the end of the contract.	ZG	November 2016 – January 2017 – complete
Communication with Care Homes	<ul style="list-style-type: none"> <li>• To inform Care homes of the end of the contract</li> </ul>	Care homes will be given enough notice to make a decision regarding resourcing this provision.	Community Focus	October 2016

