

EQUALITY AND DIVERSITY IMPACT ASSESSMENTS
On grounds of age, disability, gender, race, religion, sexual orientation

YOUR FUNCTION OR POLICY AREA: **Integrated Disability Services**
BUSINESS UNIT: **Children’s Services – Specialist Services**

DATE: 22 February 2008

Part One	GENERAL
1	<p>Please provide a brief description of the main function and/or policy(ies) including its aims and objectives</p> <p>Integrated Disability Services comprise Social Work, Occupational Therapy (social care), Day Services, the Inclusion Service, Family and Carers Support workers, and from 1st April 2007, Learning Disability Nursing and Psychology. Occupational Therapy (health) will be integrated in 2008. The team administers the Disability Register for Torbay.</p> <p>The team undertakes assessment and functions and provides or commissions services to support the care and development of children with disabilities, and their families in their local environment.</p> <p>Statutory duties are undertaken under the following legislation: Children Act 1989 Children Act 2004 Chronically Sick and Disabled Person’s Act 1970 Housing Grant, Construction and Regeneration Act 1996 Carer (Recognition and Services) Act 1995 Carers and Disabled Children Act 2000 Carers (Equal Opportunities) Act 2004</p> <p>In addition to Occupational Therapy, specialist nursing, psychology, carers and family support and Social Work, the following services are provided: home based respite through Family 2 Family, holiday special needs Play Scheme, special needs Saturday Club, minor adaptations in children’s homes and schools, provision of equipment to facilitate independence or carers support, inclusion into mainstream play and leisure settings. Commissioned services include respite arrangements, equipment and minor adaptations service and technical support to administer Disabled Facilities Grants.</p>
2	<p>Please list the main stakeholders/beneficiaries in terms of the recipients of the function or the target group at whom the policy is aimed</p> <p>Parents, carers, children, schools, Torbay Care Trust, South Devon Foundation Trust (provider), Connexions, Children’s Society, Sure Start, Housing Department</p> <p>Service provision applies irrespective of the disabled child’s gender, sexual orientation, religion, belief or ethnicity. The individual needs of children, determined in consultation with them and/or their parents/carers will establish the service(s) provided.</p>
3	<p>If the function is provided by another partner, organisation, contractor or agency on behalf of the Authority, please give the names of these organisations/agencies (see question 18)</p>

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	<p>Respite services are commissioned from Robins and South Devon NHS Foundation Trust Equipment and minor adaptations services are commissioned from PLUSS Torbay seeks independent placements through the Devon qualified providers list. All these provisions have been through a rigorous quality assurance process including assessment of provider's management and monitoring of equal opportunities.</p>
4	<p>Do you have any research data, about traditionally excluded groups? Does this research highlight any disparities or adverse impact?</p>
	<p>Age, gender and ethnicity data is collected when a request for assessment is made. A slightly higher proportion of boys have disabilities than girls: this is in line with national prevalence. This data also currently reflects the ethnic make up of Torbay with no over or under representation of particular ethnic groups.</p> <p>The intention is that no group will be adversely affected. Provision is made both in relation to the general arrangements for children with disabilities as well as on a case by case basis. Individual circumstances are taken into account at the time of planning delivery.</p>
5	<p>Have you compared your policy/function with similar local authorities, if so with what results?</p>
	<p>Torbay enjoys a very low rate of appeals to SENDIST which is an indicator of parental satisfaction.</p>
6	<p>Does this policy area have a high medium or low potential impact on traditionally excluded groups.?</p>
	<p>High</p>
	<p>IF THE POLICY OR FUNCTION HAS A HIGH OR MEDIUM POTENTIAL IMPACT ON RACIAL MINORITIES OR OTHER TRADITIONALLY EXCLUDED GROUPS PLEASE CONTINUE WITH Part 2 of the assessment</p>
Part Two	<p>CONSULTATION</p>
7	<p>Please list any consultation activity with internal or external customers carried out over the last year or two: e.g. satisfaction surveys, focus groups, Citizens Panel exercises etc and how the results are publicised?</p>
	<ul style="list-style-type: none"> • Evaluation questionnaire sent to all parents following the completion of Occupational Therapy intervention • Input into Parents Forum about new processes, leaflets etc • Consultation process in 2007 with carers regarding the adoption of a system to ensure fair and equitable allocation of carers break resources • Consultation Sept 2007 – March 2008 with a range of stakeholders regarding the development of the Disability Strategy • Ongoing consultation with a range of stakeholders regarding the review of carers break services • Evaluations continually carried out with children and carers about the Special Needs Saturday Club and Playscheme
8	<p>Please list any alternative arrangements you have made or are planning for consulting with hard-to-reach groups within the community</p>

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	<p>Support and advice is available from the SEN Parent Partnership Service and Pupil Parent Liaison Officer, who also runs the Parents Forum There are plans to move the Parent partnership service into the Cluster groups which may help target the hard to reach groups</p> <p>Information leaflets are widely available</p> <p>The Resource Directory is being re-formatted and re-launched, and also integrated with the Integrated Youth Services Information website</p>
9	<p>Please state how you consult with members of your staff about your function/policy</p>
	<ul style="list-style-type: none"> • Team meetings • Team training sessions • Service development and away days
10	<p>Please list any changes to your function or policy that you have made, or you plan to make as a result of consultation with different groups (Include future ones in your improvement plan summary attached)</p>
	<p>Childrens and parents concerns are addressed on an individual basis, and learning from the implemented in practice review</p> <p>Changes will be made as a result of government drivers (Aiming High for Disabled Children 2007) and the Multi Agency Strategy for Children and Young People with learning difficulties and disabilities</p> <p>Changes to provision and commissioning of short breaks could be made as a result of consultations</p>
DISCRIMINATION	
11	<p>Please list any evidence you have of the function or policy having an adverse impact on different groups or relations between groups – this can be internal or external</p>
	<p>The Integrated Disability Service provides services to the whole community aiming to meet the needs of children with learning difficulties and disabilities.</p> <p>There are new Guidance Criteria for social care services ensuring that services are directed at the most hard to reach and at risk</p>

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SERVICE DELIVERY	
12	Please list any alternative ways designed to improve access to or use of your service by different groups, (and include this in your improvement plan summary attached)
	<ul style="list-style-type: none"> • Alternative formats of letters / information are offered • Support with reading/ writing is offered to parents/ carers with literacy/ learning difficulties • Signing services offered to hearing impaired parents/ carers • Support and advice is offered • Disabled friendly meeting venues • Regular Parents Forum • Regular parents support group
13	Please list any alternative ways designed to improve access to information about your service by different groups (and include this in your improvement plan summary attached)
	<ul style="list-style-type: none"> • Leaflets provided by Occupational Therapy and the Inclusion Service, also available on the website. • Resource directory available in written format: being re-designed to ensure accessibility and available in a range of formats • Web site to be improved by September 2008 (both linking with Integrated Youth Service) • All clients receive service information when assessment is offered
MONITORING	
14	Please describe how you carry out monitoring of take up of your function/policy by equality group?
	We monitor individual cases and collect age, gender and ethnicity data and monitor against make up of Torbay child population. See Section 4
15	How are the results of any monitoring analysed, reported and publicised?
	Monitored to ensure that no particular ethnic group is over represented. See section 4 re gender. If individual case monitoring shows that the policy has had an adverse impact on equalities, recommendations will be made for changes to the policy and/or changes in operational practice.
16	Does an analysis of your customer base against baseline population figures for the borough show that you are reaching all groups within your remit? If not, which groups are adversely affected?
	We constantly monitor this issue through the parents' forum to ensure that leaflets/ web site etc are accessible, through information received from health professional and other services to ensure that services are accessible and reaching all eligible children with disabilities.
17	Please list any changes to your function or policy that you have made or plan to make as a result of monitoring

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	Significant changes to information leaflets provided. Currently working on improving information on the web site. Introduction of Guidance Criteria. Production and implementation of multi agency strategy for children and young people with learning difficulties and disabilities. Review of respite services.
MISCELLANEOUS	
18	If your function is provided by a private sector or voluntary sector organisation on a contract basis, (see q 3) please list any arrangements have you made or plan to make to ensure that these comply with equality
	See Section 3
19	Have you received any complaints about your function/policy in respect of equality issues? If so, please give a brief description
	There are very few, but relate to equality of access to universal or specialist services based upon the child's disability. These are currently dealt with on a case by case basis, but are also addressed as principles both in the respite review and the multi agency strategy for children and young people with learning difficulties and disabilities.
20	Does your function or policy result in any financial support being given to community groups within the voluntary and community sector. If yes, please list organisations and amounts, including the equality monitoring on nature of the groups
	No

IMPROVEMENT PLAN List any recommendations for action as a result of this impact assessment. **INCLUDE IN BUSINESS PLANS**

ISSUE	ACTION REQUIRED	LEAD	TIMESCALE	COSTS	COMMENTS
Continue to develop liaison with parents forum on disability issues	Input about new initiatives into parents forum	EP , ML , LW	31.03.2009		Ongoing
Improve web based information / resources directory	Continue work started on improving multi agency information available	EP	31.09.08		Development and updating of information will be ongoing
Publication of multi agency strategy for children and young people with learning difficulties and disabilities.	Equality impact assessment required	EP	31.05.08		
Commissioning of 'new'	Equality impact assessment required to include	VC / SG	28.02.09		

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carers break services	ensuring that quality assurance includes assessment of individual providers management and monitoring of equal opportunities.	/ EP			
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