

4.1 Children and Young People

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
CFA, Strategy & Commissioning		Name: Judith Davies Job Title: Head of Commissioning Enhanced Services Contact details: 01223 729150 Completed: 23.9.2016 Approved: 23.9.2016
Service / Document / Function being assessed		
Reduction in Commissioning Enhanced Services		
Business Plan Proposal Number (if relevant)	A/R.6.201	
Aims and Objectives of Service / Document / Function		
<p>The Commissioning Enhanced Services support all teams within the children, families and adults directorate.</p> <p>Commissioning Enhanced Services deliver : allocation , placement , advice , guidance , training , case management, review and monitoring of provision/contracts children and young people , and adults with learning disability, who are vulnerable and /or have complex needs</p>		
What is changing?		
<p>In 2017-18, savings will be achieved through not filling vacancies as they arise. This is linked to a review of Commissioning across CFA.</p> <p>.</p>		
Who is involved in this impact assessment?		
<p>e.g. Council officers, partners, service users and community representatives.</p> <p>Council Officers</p>		

What will the impact be?

Tick to indicate if the impact on each of the following protected characteristics is positive, neutral or negative.

Impact	Positive	Neutral	Negative
Age		X	
Disability		X	
Gender reassignment		X	
Marriage and civil partnership		X	
Pregnancy and maternity		X	
Race		X	

Impact	Positive	Neutral	Negative
Religion or belief		X	
Sex		X	
Sexual orientation		X	
The following additional characteristics can be significant in areas of Cambridgeshire.			
Rural isolation		X	
Deprivation		X	

For each of the above characteristics where there is a positive, negative and / or neutral impact, please provide details, including evidence for this view. Describe the actions that will be taken to mitigate any negative impacts and how the actions are to be recorded and monitored. Describe any issues that may need to be addressed or opportunities that may arise.

Positive Impact
The bringing together of similar functions across CFA is likely to have a positive impact through closer working arrangements and single direction of work.
Negative Impact
Neutral Impact
The proposed transformation will maintain levels of service across CFA.
Issues or Opportunities that may need to be addressed
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Community Cohesion

If it is relevant to your area you should also consider the impact on community cohesion.

These savings will not directly impact community cohesion

Version no.	Date	Updates / amendments	Author(s)
1.0	30.11.2016		J Davies
2.0	2.12.2016		M. Teasdale

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Children's Social Care and Enhanced and Preventative Services (Early Help)		Name: Theresa Leavy
Proposal being assessed		Job Title: Interim Director of Children's Social Care
The Children's Change Programme		Contact details: Theresa.leavy@cambridgeshire.gov.uk
Business Plan Proposal Number (if relevant)	A/R.6.202 A/R.6.203 A/R.6.204 A/R.6.207	Date completed: 24 November 2016 Date approved: 24 November 2016
Aims and Objectives of the Service or Function affected		
<p>The CFA structure presently consists of a number of directorates with four contributing to the delivery of services for children and young people; Learning, Children's Social Care, Strategy and Commissioning and Enhanced and Preventative Services (early help).</p> <p>The Children's Social Care Directorate is responsible for children's social care services across the county. Its responsibilities include: lead responsibility for ensuring compliance with safeguarding standards, purchasing arrangements for social care, fostering, children's disability services, and work with children and families on child protection plans and 18-25 services. Social work is delivered through the 'Unit Model'; each Unit consisting of a small group of professionals including a consultant social worker, social workers, a specialist clinician and a unit co-ordinator.</p> <p>The Enhanced and Preventative Services Directorate (Early Help) is responsible for providing a range of local universal preventative services and more specialist services for children and families that may be more vulnerable. Early help is about identifying families who are beginning to struggle, stopping problems deepening and preventing the need for costly specialist or crisis interventions with effective early action. Its responsibilities include: children's centres, the Youth Offending Service, the Family Intervention Partnership (FIP), Education Welfare and Multi-Systemic Therapy.</p>		
What is the proposal?		
<p>The structural arrangements of Early Help and Children's Social Care within CFA have not always supported the best service outcomes for our families. The following challenges have been identified: -</p> <ul style="list-style-type: none"> • A lack of integration of early help and social care services has led to the potential for gap and duplication in service provision • Families are not always effectively receiving services in a timely manner and children are coming into the 'care' system without preventative services being provided • The absence of integrated commissioning of services across early help and social care to support children and families • An absence of clarity for social workers working with children and families as to what preventative/support services are available for families at the highest level of need. <p>The Children's Change Programme (CCP) will transform children's services. We have developed a series of proposals which have all been informed by the feedback we have received so far from staff and some partners:</p> <ul style="list-style-type: none"> - Bringing together, in one role, a Service Director for Children's Services, including line management of Early Help Services and Children's Social Care. - Develop an integrated targeted service offer working with children and families in their community. Services will be integrated and located on a geographical basis, it is proposed across the five district council boundary areas. - As part of the Community Hubs programme, we will link into this to establish our community/universal offer for 		

Children's Centres.

- Bringing together all services for children and young people with Special Educational Needs or Disability (SEND 0-25) with a view to a future lifelong service.

- One integrated front door and portal for targeted children's services

- Being the very best Corporate Parent – Our Looked after Children (LAC) are our highest priority – we will be the best Corporate Parent we can be. Our children and carers will be supported by a 'No wrong door' approach to our fostering service with meaningful 24/7 wrap around support for children, young people and carers to ensure placement stability and capacity.

- Develop a single Partnerships and Quality Assurance Unit

The Children's Change Programme will be delivered in 5 phases between August 2016 and December 2017.

It will incorporate other lines in the CFA Business Plan that relate to children's services; namely, the Review of management posts and structure of the Unit Model (A/R.6.202), Rationalising Specialist and Edge of Care Services (A/R.6.203) and Reducing spend on Family Court legal costs by managing demand (A/R.6.207).

Who will be affected by this proposal?

All families in Cambridgeshire that have needs beyond that of universal services

Families receiving services from Early Help or Children's Social Care services

Any family with a child or young person 0-25 with SEND

Foster carers

What positive impacts are anticipated from this proposal?

Services will be more targeted towards those with the greatest need.

There will be a more streamlined service offer for families with children with SEND as services that are currently separate will be more integrated.

The experience of accessing services will be less arduous for families as there will be fewer transitions, more singular assessments and more joined up intervention plans.

Staff working with those at the highest end of risk will have the resources they need.

Foster carers will have improved, wrap-around support which will make placements more stable, improving outcomes for children.

What negative impacts are anticipated from this proposal?

Are there other impacts which are more neutral?

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed
N/A

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	23.9.16		S. Leet
2.0	24.11.2016		L. Barron

Directorate / Service Area		Officer undertaking the assessment
CFA Learning/0-19 Place Planning & Organisation Strategy & Commissioning /Commissioning Enhanced Services		Name: Hazel Belchamber, Judith Davies Job Title: Head of 0-19 Place Planning & Organisation, Head of Commissioning Enhanced Services Contact details: 01223 699775, 01223 729150
Service / Document / Function being assessed		Date completed: 19 September 2016 Date approved: 23.9.2016
Home to school transport(Special) Moving towards personal budgets in home to school transport (SEN) Home to school transport (Mainstream)		
Business Plan Proposal Number (if relevant)	A/R. 6.210, 6.214 & 6.234	
Aims and Objectives of Service / Document / Function		
<ul style="list-style-type: none"> To ensure that children and young people of statutory school age are able to get to school on time and safely To ensure that the County Council meets its statutory duty to provide free transport for children aged 5-8 living more than two miles from their designated school and for those aged 8-16 living more than three miles from their designated school To ensure young people of secondary school age living in low-income families know about their entitlement to free transport to one of their three nearest qualifying secondary schools, where they live between 2 and 6 miles of that school To ensure young people of secondary school age living in low-income families know about their entitlement to free transport to their nearest denominational school where their parents have expressed a preference for such a school based on their religion or belief To provide parents and young people with the opportunity to appeal against a decision not to grant them assistance with transport to school or college on the basis that they do meet the Council's eligibility criteria To ensure access to further education and learning for students aged 16-19 (s509AB of the Education Act 1996) and to apprenticeships and traineeships including travel to and from the place of learning or work placement <p>Unlike the duty to provide free transport for those children aged 5-16 who meet eligibility criteria, the Council, is not required under s509AA of the Education Act 1996 to provide free transport to students once they reach age 16 and are no longer, therefore, of statutory school age. However, it must exercise its power to provide transport or financial support reasonably, taking into account all relevant factors. In particular, in exercising its duties the Council must have regard to the following:</p> <ul style="list-style-type: none"> The needs of the most vulnerable or socially excluded. The needs of young people with learning difficulties and/or disabilities (these must be documented in the Council's transport policy statement in accordance with s509AB of the Education Act 1996) Those vulnerable to becoming NEET (Not in Education, Employment or Training). Young parents – Care to Learn Those in particularly rural areas <p>In addition, under the Public Sector Equality Duty (PSED) contained in s149(1) of the Equality Act 2010 the Council must ensure that it has demonstrated due regard to the following:</p> <ul style="list-style-type: none"> The need to eliminate unlawful discrimination, harassment, victimisation and any conduct prohibited in the Act. The need to advance equality of opportunity between persons who share a relevant protected characteristic and those who do not. The need to foster good relations between persons who share a protected characteristic and those who do not. 		

SEND Transport - The Council must adhere to the legislation by which it is required to make suitable arrangements to transport children and young people with Education Health Care (EHC) Plans and Statements to Council identified schools and colleges.

Most children and young people with Statements of SEND and Education, Health and Care (EHC) plans do not require special transport arrangements. Wherever possible and appropriate, the child or young person with SEN should be treated in the same way as those without. e.g. in general they should walk to school, travel on a public bus or rail service or a contract bus service or be taken by their parents. They should develop independent travel skills which should be assessed at each Annual Review. The majority of children/ young people of statutory school age (5-16) who have a Statement of Special Educational Need (SEN) will attend their designated mainstream school. Only if, as detailed in their SEN/EHC Plan, a child or young person has a special educational need or disability which ordinarily prevents them from either walking to and from school or accessing a bus or rail service or contract bus service, will they be eligible for free transport.

With effect from 1 September 2015, the Council stopped providing free transport for young people with SEND over the age of 16, except those living in low income families. In addition to the £396k of savings in this business case, there are two separate invest to save proposals which are being funded by CFA underspend and ETE (Economy, Transportation and Environment) capital funding (Meadowgate footpath and Independent Travel Training) which relate to home to school transport (special). There is less likelihood of achieving savings from 2018/19 onwards as these are more reliant on a reduction in the number of children on EHC plans. The ability to make considerable savings from 2018/19 onwards is based on increased in-county education provision and reduction in EHC Plans due to more need being met within mainstream provision, both of which are needed to reduce the number of pupils requiring transport - even with demographic increase in population. We plan to achieve savings through a change to post-16 funding policy introducing contributions to all post-16 pupils. This is subject to Member approval.

The Personal Transport Budget (PTB) is a sum of money that is paid to a parent/carer of a child who is eligible for free school travel. The cost of a PTB would not be more than current transport arrangements. A PTB give families the freedom to make their own decisions and arrangements about how their child will get to and from school each day. Monitoring and bureaucracy of PTBs is kept to a minimum with parents not being expected to provide evidence on how the money is spent. However, monitoring of children's attendance at school is done and PTBs are removed if attendance falls below an agreed level.

SEND Transport - A number of changes are being proposed to achieve savings of £399K

- The Council will seek savings through the introduction of personal budgets (PB) to replace mileage payments but extend the take up across a wider cohort with a target of take up of 15 % (of single occupancy taxis) in the first year and then 5% in subsequent years for 5 years. The aim of the PB will be to introduce a flexible scheme that ensures that parents and young people are incentivised to make more cost effective arrangements
- 500 current SEN routes will be retendered in 2016 with the aim that new contractors are encouraged into the market and deliver better value for money but provide the level of quality and safety required by the Council. New contract arrangements will be in place from January 2017.

Mainstream Transport

The 2017-18 saving is made up of the summer term changes to post 16 and spare seats charging policy, implemented in 2016-17. As a result of a decision taken by SMT, all services are now required to absorb the impact of the general growth in population and no demography funding will be allocated for this purpose. This represents £598k for this budget. Full year savings of £438k from route retendering (which normally would be offered as savings) will instead be diverted to meet this pressure, with the remainder secured through a programme of route reviews.

The only post-16 students to be entitled to financial support from the Council with effect from 1 September 2017 will be those who meet the Council's low-income criteria. It is proposed to increase the contribution those students parents are asked to make toward their transport costs from £80 to £90 per term from that date.

The Council will main its programme of reviewing routes to school and college to determine whether it might be possible to withdraw the entitlement to free transport on the grounds that they meet the Council's criteria as available to a child or young person to walk to school accompanied by an adult as necessary. The outcome of such reviews would be subject to consultation with the local community and decision by a Member Service Appeals Panel.

Who is involved in this impact assessment?

e.g. Council officers, partners, service users and community representatives.

Council officers, Local Members, parents/carers and students who would be affected by the proposed increase in termly charge.

Local Members, parents/carers and students who would be affected by any proposals to withdraw entitlement to free transport following one of the Council's route reviews.

Children and young people with disabilities and their families, Schools, Other SEND Services, Pin point, Partners i.e. health

What will the impact be?

Tick to indicate if the expected impact on each of the following protected characteristics is positive, neutral or negative.

Impact	Positive	Neutral	Negative
Age			x
Disability			x
Gender reassignment		x	
Marriage and civil partnership		x	
Pregnancy and maternity		x	
Race		x	

Impact	Positive	Neutral	Negative
Religion or belief		x	
Sex		x	
Sexual orientation		x	
The following additional characteristics can be significant in areas of Cambridgeshire.			
Rural isolation			x
Deprivation			x

For each of the above characteristics where there is a positive, negative and / or neutral impact, please provide details, including evidence for this view. Consider whether the impact could be disproportionate on any particular protected characteristic. Describe the actions that will be taken to mitigate any negative impacts and how the actions are to be recorded and monitored. Describe any issues that may need to be addressed or opportunities that may arise.

Positive Impact

- The changes may prompt more independent travel and improve better outcomes for young people.
- PBs may appeal to some parents to have a lump sum to transport children themselves.
- A benefit of PBs could be that parents feel more involved in their child's learning and school life when they bring their child to the school
- Parents from other local authorities operating PBs report that transporting their own children to school has led to meetings with other parents that have children with similar needs and this has led to opportunities for peer support and socialising

- Children may be supported to develop independent travel skills which prepare them for life outside school and adulthood if parents choose to take them to school by methods such as public transport or cycling
- Community resilience may be encouraged in situations where parents cooperate and pool their children's PBs e.g. Cooperation with a local community transport or community car scheme.
- Parents and young people are empowered to make decisions about their child through increased choice

Negative Impact

Mainstream

The fact that the Council will only be providing financial assistance to post-16 students meeting its low income criteria with effect from 1 September 2017 and proposes to increase the contribution families are asked to make to those transport costs could prove to be a significant disincentive to them taking a decision to continue their education and learning once they are no longer of statutory school age, leading to a potential increase in the number Not in Employment of Education (NEET).

In mitigation, the most vulnerable students (those in care, care leavers and those who qualify for income support in their own right*) are eligible for a post-16 bursary of £1,200 a year. Discretionary bursaries for those facing genuine financial barriers including with the cost of transport can expect to receive around £800 per year. Such bursaries are administered by schools and colleges directly, and they can be used to pay for transport costs.

The change could have a disproportionate impact on students living in rural areas of the county which are less well served by public/commercial bus services and routes.

It could also have a disproportionate impact on students living in low income households in rural areas who also have a diagnosed long-term medical condition which prevents them walking to their nearest designated pick up/drop off point for transport or to their nearest appropriate centre. In mitigation, the Council's established processes provide for an officer review and presentation of a case at appeal to a Member Service Appeals Panel.

*Defined as those who qualify for Income Support, Income-based Jobseeker's Allowance, Income Related Employment and Support Allowance, Support under Part VI of the Immigration & Asylum Act 1999, Guarantee element of State Pension Credit or holds the NHS Tax Credit Exemption Certificate.

SEND Transport

Some low income families may find that they are unable to afford to pay termly fees in one off payment for post-16 transport. To mitigate this officers will explore flexible payments e.g. monthly.

Officers will ensure that they have details of all the bursaries available from post 16 colleges / schools to help with travel costs. This information will be published in the local Offer.

There needs to be close monitoring of attendance to be sure that changes are not leading to more young people being NEET or an increase in non-attendance at post 16 settings.

Neutral Impact

There is no foreseeable impact

Issues or Opportunities that may need to be addressed

The Department for Education has confirmed that post-16 transport legislation gives local authorities the discretion to determine what transport and financial support is necessary to facilitate young people's access to education or training and apprenticeships and traineeships. Those arrangements do not have to include free or subsidised transport but they must be reasonable, and take all relevant factors into account - because the availability and cost of transport can have an impact on whether young people continue to participate post-16 learning.

It will be both necessary and appropriate to regularly review and assess the impact of the implementation of the Council's change in policy for mainstream transport which will result in financial support only being provided to those living in low-income households to determine whether the number of young people who are NEET is increasing as a result.

Such a change would also be expected to reduce operational demands on both the 0-19 Planning & Organisation Service within Children's, Families and Adults and on the Social Education Transport Team (SETT) within Passenger Transport as staff currently have to assess and determine eligibility for assistance based on the criterion of students attending their nearest appropriate centre. Officers also have to respond to requests for appeals, prepare for and present cases at appeal hearings.

SEND Transport - There is a possibility of the inappropriate use by families of a Personal Budget and therefore there needs to be close monitoring of the use of the budget. There needs to be sufficient interest in PBs to ensure savings are realised. Therefore good communication and marketing of the scheme needs to be in place. The LA will coproduce the scheme with parents and young people

Explore within the EHCP meeting the opportunity for a Personal Budget.

Community Cohesion

If it is relevant to your area you should also consider the impact on community cohesion.

There is no impact upon community cohesion

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	7 October 2016		Hazel Belchamber & Judith Davies

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area	Officer undertaking the assessment
CFA, Children Social Care Services	Name: Judith Davies
Service / Document / Function being assessed	Job Title: Head of Commissioning Enhanced Services
Looked After Children Savings &	Contact details: 01223 729150
LAC Inflation Savings	Written 22.10.2016

Business Plan Proposal Number A/R.6.213	Approved 22/10/16
Aims and Objectives of Service / Document / Function	
<p>Keeping Families Together: The Placements Strategy for Looked After Children (LAC)</p> <p>The Placements Strategy provides the strategic framework for planned changes and activity across Children's Services relating to our arrangements for children looked after. The scope covers a large number of individual work streams and projects, some of which already have their own impact assessments and some which may require a specific assessment as plans are refined.</p> <p>The scope of the strategy covers the following outcomes:</p> <ol style="list-style-type: none"> 1. Families are supported to stay together 2. Risk is managed confidently and support is provided for families at the edge of care 3. Children remain in education 4. Placements for children are in county and with a family 5. Children are moved through the care system quickly 	
What is changing?	
<p>Award inflation at 0.7% rather than 1.7%</p> <p>This will be by making £320K savings from the use of virtual beds. The remaining saving will come from reducing the cost of the top 50 high cost placement, make further savings through fee negotiations and making savings from on cost of supported lodgings. Award inflation at 0.7% rather than 1.7%</p> <p>This strategy is about supporting families to stay together to reduce the number of children becoming looked after in Cambridgeshire , on minimising the time children spend in care and therefore reduce the expenditure on care arrangements for children and young people. As corporate parents our first duty is to prevent children from being harmed. We retain our commitment to providing children who do become looked after with care arrangements and placements which fully meet their needs.</p> <p>The decreasing availability of resources means we must reduce both numbers of children in care and the expenditure on the support we provide. This strategy is part of the long term strategic business planning work being undertaken across all areas of the County Council to ensure our finances are sustainable and requires a fundamental shift in meeting the needs of children and families at risk.</p> <p>The overarching vision for services in 2020 is that “children, families and adults in Cambridgeshire live independently and safely within strong and inclusive networks of support. Where people need our most specialist and intensive services, we will support them.”</p> <p>For children at risk of harm the network of support will include schools, emergency services, health partners, community groups and families working together to make plans that keep children safe and independent.</p> <p>Within the context of this overarching framework for CFA, this Strategy sets out in detail how we will support families to stay together in the interests of children and how we will provide care most cost-effectively where children cannot live safely with their families.</p>	

Please see Table 3 for the most up to date LAC savings.

FY	0-18 Population	LAC Population	LAC Rate	Placements	Previous prediction
2016/17	143,300	516	36.0	455	578
2017/18	145,900	487	33.4	430	604
2018/19	148,800	482	32.4	426	630
2019/20	151,700	464	30.6	410	658
2020/21	154,700	453	29.3	400	687

By 2021 a target LAC population of 453 is expected. This is an overall a reduction of 15.32%

Who is involved in this impact assessment?

e.g. Council officers, partners, service users and community representatives.

When the project was first established, the following groups were involved in analysing the impact on the community:

Council Officers:

- LAC Commissioning Board – includes project leads for each activity of the programme.
- Children, Families and Adults Management Team (CFA MT)- strategic oversight of the project

Service Users:

- Young People

Service Providers:

- Voluntary and Community Sector Organisations
- Schools
- Carers
- Providers

Other Stakeholders:

- Members

This update was written by the Project Manager managing the strategy, and approved by the Head of

Commissioning Enhanced Services in Children, Families and Adults.

WHAT WILL THE IMPACT BE?

Tick to indicate if the impact on each of the following protected characteristics is positive, neutral or negative.

Impact	Positive	Neutral	Negative
Age			x
Disability			x
Gender reassignment		x	
Marriage and civil partnership		x	
Pregnancy and maternity		x	
Race		x	

Impact	Positive	Neutral	Negative
Religion or belief		x	
Sex		x	
Sexual orientation		x	
The following additional characteristics can be significant in areas of Cambridgeshire.			
Rural isolation		x	
Deprivation		x	

For each of the above characteristics where there is a positive or negative impact please provide details, including evidence for this view. Describe the actions that will be taken to mitigate any negative impacts and how the actions are to be recorded and monitored.

Positive Impact

The strategy's purpose is to improve the lives of children, either through supporting them to stay with their families or in cases where this isn't possible by ensuring all children have positive experiences in care.

Disability: The intention is that the new strategy will include the development of new in-county provision for children with both physical and learning disabilities. This will have a positive impact by reducing the need to find placements for such children a long way from their families and communities

Neutral Impact

There will not be a significant or specific impact on these characteristics as a result of the strategy.

Negative Impact

The LA will be managing higher levels of risk with children expected to remain in dysfunctional homes for longer periods of time with exposure to greater risk than previously considered acceptable. Our workforce will need to develop to better manage these risks and become more resilient.

Greater reliance will be placed on early help services, to harness community and extended family resources and on

specialist services offering targeted intervention in order to enable children to remain in their homes. This will place considerable strain on the system requiring us to offer help to only the most vulnerable.

The expectation will be that children with disabilities remain at home and in local schools and this may result in family breakdown. We will need to ensure we enhance our support offer to these families to reduce the risk of this happening.

More 16+ young people will be expected to remain within their families with the possibility of more NEET and sofa surfing. Specialist services will need to ensure that extended family and community solutions are brokered to mitigate this

Issues or Opportunities that may need to be addressed

Groups affected:

1. Children & Young People between ages of 0 and 19, in particular:

- LAC
- Children in need or with a child protection plan
- Vulnerable children with additional needs which mean they are at an increased risk of coming into care
- Children with disabilities
- Children at risk of exclusion from school
- Children between the ages of 16 and 18 presenting to Social Care as homeless
- Care leavers
- Relinquished babies

2. Parents and Families in need

3. Staff across Children, Families and Adult Services, in particular those working in the following areas:

- Children's Social Care (especially the Looked After Children's Service)
- Enhanced & Preventative Services (especially those involved in parent and family support)
- Access to Resources Team

4. Existing service providers – particularly IFA's will home significantly fewer children as a result of the revised targets for fostering placements, requiring 70% of all placements to be made through the in-house fostering service.

- There will need to be fewer children in care
- More children in care will be placed in Cambridgeshire rather than out of county or at a distance from their community and this may not deliver the provision that best meets their needs
- A greater proportion of children in care will need to have placements with in-house services rather than with private providers and these may not offer stability or be forthcoming
- LAC will be given clearly planned journeys through care with no drift in care planning and fewer changes of placement.
- Children leaving care will need to be able to live more independently and will need the skills to allow them to cope when they reach adulthood.
- The Council will need children coming into care to be planned and not through emergencies which are expensive and often out of authority
- We need fewer vulnerable children excluded from school and this needs services to monitor that may be facing significant reductions.
- Without greater early support children and families identified as at risk will still need access to care
- Disengagement and disaffection amongst vulnerable children and young people will be a challenge in school and the Council will have to rely on excellent teaching and learning and an engaging curriculum.

Key impacts on Parents and Families are

- Clear pathway and working practices for parents/carers with mental health difficulties.
- Where there is substance misuse support by parents assessments of need will include contingency planning for when parents are struggling. We will establish clear links between CSC Healthcare and DAAT (Drug and Alcohol Action Team) including the sharing of information.
- There will be a more coherent range of support for parents including a clearly defined mix of generic support and more specialist programmes.
- The emphasis will be on building capacity and 'upskilling' parents so they can help themselves rather than relying on professionals to provide direct support.
- Expectations that the extended family will be the preferable solution to dependence on services or children coming into care.
- Enhanced family support offer to families with children who have disabilities including ensuring that we are using extended family to provide on-going support.
- Sexual health advice and contraception to the right women and families at the right time will support our strategy to reduce the number of children becoming looked after.

Key impacts on Council Officers are

- Children and Young People's Services residential home workers will be required to support children and young people with greater levels of need (e.g. challenging or sexualised behaviour) in future.
- Social Workers will need to manage greater levels of assessed risk.
- The work of preventative services will be more targeted and will involve meeting higher levels of need and more complex and difficult situations than previously.
- Workforce will need to further develop skills to promote parenting capacity, to understand assessments and plans and actions required.

Key impacts on external providers are

- There will be a decrease in the use of external providers with the expansion in numbers of in house foster carers. This will have an impact on their workforce and probably lead to a reduction in activity and jobs

Evidence

The strategy and anticipated impacts outlined above have been developed based on the following evidence:

- Data and needs analysis of the current cohort of LAC.
- Reviews of key services and processes for LAC – Fostering & Adoption, High Cost Residential Placements, TAR panel.
- Internal consultation with Extended Children's Leadership Group.
- Input from Members.
- Development of funding and savings model based on analysis of current and proposed areas of spend.
- Research into national best practice and that of neighbouring local authorities.

Plans to mitigate impact

An action plan has been developed to support the development of the activity and support needed if the aims of the strategy are to be realized.

Review

Service Director: Strategy and Commissioning, Children, Families and Adults
Head of Commissioning Enhanced Services, Children, Families and Adults
Annually as required

Community Cohesion

If it is relevant to your area you should also consider the impact on community cohesion.

This strategy requires community groups to develop a vision of a shared with a role for volunteers and community figures in supporting families

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	19.9.2016		J. Davies

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area	Officer undertaking the assessment
CFA, Strategy and Commissioning	Name: Judith Davies
Proposal being assessed	Job Title: Head of Commissioning Enhanced Services
Adaptation and refurbishment of council properties to	

reduce the unit cost of placements		Contact details: Judith.Davies@cambridgeshire.gov.uk
		Date completed: 19/9/2016
Business Plan Proposal Number (if relevant)	A/R 6.215	Date approved: 23.9.2016
Aims and Objectives of the Service or Function affected		
<p>To provide in county residential LAC provision for 16+ and those moving into 16+ from residential.</p> <p>To reduce unit cost.</p> <p>Not currently available across the county to young people.</p> <p>Post 16 who are eligible to receive home to school SEND transport.</p>		
What is the proposal?		
<p>Two properties owned by Cambridgeshire County Council have become vacant, or are becoming vacant over the coming months. This presents an opportunity to increase the capacity for in-county accommodation the Council has for children who are looked after and to contribute to the savings arising from the unit cost of placements. Refurbishment of the properties will take place to make these buildings fit for purpose.</p> <p>The LA will provide properties for providers to rent at an agreed rate to support lower unit cost per placement. Providers struggle to identify in county suitable premises. This means too many young people are placed out of Cambridgeshire at costs that are higher than we believe is appropriate.</p>		
Who will be affected by this proposal?		
<p>.</p> <p>The proposal affect those Cambridgeshire LAC who are 16 and over.</p>		
What positive impacts are anticipated from this proposal?		
<p>Unit cost is lower and so supports the savings required for the LAC budget.</p> <p>Young people are in county.</p> <p>If providers are not providing an adequate service, the premises would remain whilst the LA sought a new provider.</p>		
What negative impacts are anticipated from this proposal?		
Are there other impacts which are more neutral?		
N/a		

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	X
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

The proposals impact on the provision for those young people who are 16 or older.

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	19.9.2016		J.Davies

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area	Officer undertaking the assessment
CFA, Public Health Directorate	Name: Tony Lacey Job Title: Health Improvement Specialist Contact details: 01223 703253
Proposal being assessed	
Pathways to access contraception and sexual health services for priority groups	

Business Plan Proposal Number (if relevant)	A/R.6.216	Date completed: 22 Sept 2016 Date approved: 23.9.2016
Aims and Objectives of the Service or Function affected		
<p>The aims are as follows.</p> <p>To reduce the number of unplanned pregnancies amongst Looked After Children and Care Leavers and other high risk vulnerable groups.</p> <p>Children born to Looked After Children and care leavers have a high risk of entering care themselves so a second aim is to reduce the number of children entering care.</p> <p>The objective is to establish easy access to contraceptive services for these high risk groups through a "fast track" pathway.</p> <p>Vulnerable Groups include people with substances misuse problems, people with mental health problems Looked After Children and Care Leavers</p>		
What is the proposal?		
<p>To provide intermediate level training to 100 staff from targeted services in residential children's homes, drug and alcohol services, adult mental health services, the Youth Offending Service, the 18-25 team and Domestic Violence Adviser team. We will purchase 12 contraception boxes for offices of services attending training for use with clients.</p> <p>To establish a direct access pathway to contraceptive services for groups that have a high risk of unplanned pregnancies. Long acting reversible contraception is acknowledged to be the most effective form of contraception for high risk groups that often have chaotic lifestyles and this will be the contraception form that will be offered in the pathway. Though alternatives will be available.</p> <p>The Cambridgeshire Sexual and Reproductive Health Services (iCaSH) have worked with Cambridgeshire County Council to develop a priority access pathway to contraception and sexual health for people from priority groups.</p> <p>The priority groups include Looked after Children and Care Leavers, people with substance misuse or mental health issues.</p> <p>The Green Alert Pathway fast tracks the target group to contraception services. It allows support workers for priority vulnerable groups to have initial direct telephone contact with an iCaSH Health Advisor The service users' contraception needs will be discussed along with the provision of appropriate advice and guidance to both the support worker and service user When appropriate a priority appointment for service users can be allocated that will provide fast access to contraception.</p> <p>The support workers who use the Green Alert Pathway are also to be provided with additional sexual and reproductive health training including an element that particularly focuses on LARC.</p> <p>There will be a provision of intermediate level training to 100 staff from targeted services in residential children's homes, drug and alcohol services, adult mental health services, the Youth Offending Service, the 18-25 team and Domestic Violence Adviser team. We will purchase 12 contraception boxes for offices of services attending training for use with clients.</p>		
Who will be affected by this proposal?		
<p>.</p> <p>The proposal is targeted at the priority vulnerable groups described above and will cover the whole of Cambridgeshire.</p>		
What positive impacts are anticipated from this proposal?		

The positive impact will be as follows

Improved immediate access to contraception by high risk groups

Improved knowledge about contraception amongst the target groups and staff working with them

Reduce the risk of an unplanned pregnancy and the child entering the care system

What negative impacts are anticipated from this proposal?

This pathway may put pressure on the iCaSH ability to deliver on its current contracted activity.

Are there other impacts which are more neutral?

Not applicable

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed
Not applicable

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	19.9.2016		T.Lacey

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
CFA, Children's Social Care		Name: Rachel Watson Job Title: Professional Lead for Systemic Practice Contact details: Rachel.Watson@cambridgeshire.gov.uk Date completed: 19.9.2016 Date approved: 23.9.2016
Proposal being assessed		
Enhanced intervention service for children with disabilities (Edge of Care: children with disabilities and behaviour that challenges- PBS clinical service)		
Business Plan Proposal Number (if relevant)	A/R6.217	
Aims and Objectives of the Service or Function affected		
National picture: Around 415,000 children in the UK have learning disabilities and display behaviours that challenge (Challenging Behaviour Foundation, 2014). The Department of Health review, Transforming Care, (DoH, 2012) published following the discovery of abuse of people with learning disabilities at Winterbourne View states that “the norm should always be that children, young people and adults live in their own homes with the support they need for independent living within a safe environment”		

Four years after the DoH publication, between 100 and 300 children are currently living in assessment and treatment units. Over 1000 children with learning difficulties or ASC are boarding in residential schools, over one third of them in another local authority.

Evidence based early interventions, delivered locally and at the right time can improve wellbeing and reduce challenging behaviour. They can also deliver considerable savings in long term care costs. A financial review of the Bristol Positive Behaviour Service, specifically set up to address this problem, estimated savings of 1.8 million over four years. A similar service in Ealing found that almost all of the children they worked with were able to continue living with their families. The service cost £109,337 for one year for seven young people. This is significantly less than the annual financial cost of one residential placement. The economic case for offering intensive PBS services to reduce challenging behaviour and support people with learning disabilities to live at home is convincing and there are well established models of good practice to draw upon.

What is the proposal?

This proposal seeks to establish an Enhanced Intervention Service in Cambridgeshire. The purpose of the team would be to reduce the number of children with disabilities placed in out of county residential homes, to enable children to safely live with their family and access education in their local area. Investment C/R.5.401.

The Enhanced Intervention service would augment treatment as usual rather than seek to replace or fill gaps in existing services.

All of the good practice models available emphasise the importance of an intensive, multi-agency, multi-disciplinary approach. Although this proposal is limited by being entirely based within social care, by building in service evaluation, development and professional networking time, this can be addressed and overcome longer term, whilst still offering a much improved, effective service for children and families.

Interventions would include the following:

Clinical psychology interventions drawing primarily on Positive Behaviour Support

Training for key people in the network in PBS approaches, specific to that child, including professionals from education, link carers, residential short breaks providers, and support workers

Family work and individual therapy, based on a comprehensive systemic formulation, targeted to reduce the risk of family breakdown

Supporting the child's social worker to map out a clear multi agency plan for each family and connecting with the network to develop clarity about roles and responsibilities.

Evaluation – this will include families' experience of the service and routine outcomes (using standardised measures and financial markers). This aspect of the work will also record gaps in services and barriers to achieving desired outcomes as part of shaping future services.

Who will be affected by this proposal?

Families with children with disabilities will be supported to allow children to stay at home, rather than be placed out of county in specialised placements.

What positive impacts are anticipated from this proposal?

Evidence based early interventions, delivered locally and at the right time can improve wellbeing and reduce challenging behaviour. They can also deliver considerable savings in long term care costs. A financial review of the Bristol Positive Behaviour Service, specifically set up to address this problem, estimated savings of 1.8 million over four years. A similar service in Ealing found that almost all of the children they worked with were able to continue living with their families. The service cost £109,337 for one year for seven young people. This is significantly less than the annual financial cost of one residential placement. The economic case for offering intensive PBS services to reduce challenging behaviour and support people with learning disabilities to live at home is convincing and there are well established models of good practice to draw upon.

All of the good practice models available emphasise the importance of an intensive, multi-agency, multi-disciplinary approach. Although this proposal is limited by being entirely based within social care, by building in service evaluation, development and professional networking time, this can be addressed and overcome longer term, whilst still offering a much improved, effective service for children and families.

What negative impacts are anticipated from this proposal?

We need to ensure partnership agencies, schools, and health in particular are on board with this proposal and will support the team, in order to ensure effectiveness.

Are there other impacts which are more neutral?

This might be where people receive a very different service or support from the local authority as a result of the proposal but this is not considered to be better or worse than before – just different.

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and	

maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual	

orientation	
Rural isolation	

Deprivation	
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Details of Disproportionate Impacts on protected characteristics and how these will be addressed

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	19.9.2016		R.Watson

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
CFA, Youth Support Service		Name: Vickie Crompton Job Title: Space Strategic Lead Contact details: 07900160761 Date completed: 15/9/16 Date approved: 23.9.2016
Proposal being assessed		
SPACE Project – Helping mothers to prevent repeat removals		
Business Plan Proposal Number (if relevant)	A/R.6.218	
Aims and Objectives of the Service or Function affected		
<p>The Space Programme works to engage with mothers who have had their baby permanently removed from their care, with the aim of reducing the likelihood of it happening again. The programme works with mothers and their partners where appropriate, to help them understand the range of issues they face and which may have contributed to their child becoming permanently removed in the first place. In partnership with other agencies, the programme works to promote positive relationships, self-esteem and confidence and assertiveness, whilst encouraging access to universal and specialist services that can help mothers live healthier lives</p> <p>The project works to engage with mothers who have had their baby (up to 48 months) permanently removed from their care, with the aim of reducing the likelihood of it happening again.</p>		

The programme works with mothers and their partners where appropriate, to help them understand the range of issues they face and which may have contributed to their child becoming permanently removed in the first place. In partnership with other agencies, the programme works to promote positive relationships, self-esteem and confidence and assertiveness, whilst encouraging access to universal and specialist services that can help mothers live healthier lives

The project centres on an outreach model of two key posts, a Community Psychiatric Nurse and an outreach worker who is a specialist in homelessness and those women who are chronically excluded.

Workers engage on a voluntary basis with women who have been referred to the service and consented for the project to contact them. They work flexibly, on issues which the woman wants to engage with, such as housing, benefits, health, and do NOT work to return children to their parents or indeed, to “prepare” her for the next baby.

“Space” aims to work with mothers and their partners where appropriate, to support them to understand the range of issues they face and which may have contributed to their child becoming permanently removed. The project will support these women to access, and sustain access to, contraception and sexual health services. The project works with women, their partners, wider family, social networks, to promote positive relationships, self-esteem and confidence and assertiveness, whilst encouraging them to access universal and specialist services that can support them in living healthier lives. A key aspect is the work in partnership with other agencies to facilitate access to a range of services.

The integrated model draws on both practical interventions alongside therapeutic ones, covering all areas of a woman’s life, which she can access when she feels ready. There is a focus on a holistic approach, some practical elements and some more therapeutic.

The service aims to engage with 40 women each year and work to increase their holistic functioning and use of LARC (Long Acting Reversible Contraception), reducing the likelihood of a repeat removal.

What is the proposal?

The programme has been funded by CFA reserves from October 2015 to March 2017 and works on the assumption that the programme prevents six babies entering foster care in 2017-18 and 2018-19 as a result of the intervention work that’s taken place in 2015-16 and 2016-17. Outcome data for the programme is currently being prepared and reviewed and options to secure permanent funding to sustain this work are being explored. The proposal is for this project to be extended for a period of 48 months to March 2019.

It is proposed that the criteria for engagement extends from children aged 24 months to children aged 48 months, and the additional criteria of women where a sibling group of 3 or more children are removed at the same time.

Of the women who have been referred to the project since January 2016 to date, there have been 36 women, who have had 89 children removed. 63 children are repeat removals which will have cost CCC in the region of £7,000,000.

Who will be affected by this proposal?

The programme covers all areas of Cambridgeshire.

Social Care services will have the facility to refer in mothers who are vulnerable to a repeat removal and to other factors which may have contributed to removal of the child/ren.

Vulnerable women who have had a baby removed and are vulnerable to pregnancy will not receive support from any agency holistically.

The aim is to reduce demand on social care and the LAC Budget in reducing numbers of babies removed in the

future

What positive impacts are anticipated from this proposal?

Whilst the costs involved in permanently removing a baby will vary enormously, the following is an estimation:

Legal Costs	75,000
Social care costs	12,750
Foster care	26,000
Total	£113,750

I have not factored in other costs; such as supervised contact or adoption introductions which could add another couple of thousand, nor any additional legal costs such as a challenge to the adoption application so the real cost would be higher. (These costs vary dramatically)

Therefore, one prevented pregnancy covers the costs of 12 months of the SPACE Project (£100,000)

In addition, after 4 months of working with those women referred the following outcomes were achieved:

HOUSING RELATED

Arranging to have raw sewage cleared up from the garden

Made Housing Applications for several clients

Client has gone from No Fixed Abode to being housed with new partner in his mother's home

Moved her to own accommodation in a new area

Supporting her to downsize property

HEALTH RELATED

Physical

LARC in place x8

Health Investigations required to get LARC x2

Health Check with GP x3

Supported to move house and support with decorating her new home

Smear test – resulted in supporting her to attend hospital for treatment and further investigation following the results

Dental visit and check

Registered with GP

Mental

Prevented a mental health crisis following final hearing (following the previous final hearing she was hospitalised due to psychosis)

Supported to attend appointments with CPFT 25 miles from home, and now taking medication regularly, resulting in

improved mental health

Mental Health more stable as she is taking her prescribed medication

FINANCE

Supported with budgeting and debt management

Sorted out and checked all benefits with her x2

PERSONAL SAFETY

High Risk Domestic abuse meeting – professionals meeting, encouraged reporting of a breach

Client in refuge out of county, following harassment from ex-partner – worked closely with drug treatment service to get prescription transferred

Separated from abusive partner x2

OTHER

Enabled her to have identification documents

Increased self esteem

Able to develop a relationship despite a history of very poor engagement with professionals

Pursuing options re further education

Dog walking to increase self-esteem and mental health and general fitness

Regular walks to enhance engagement and own self-esteem and general fitness

Client engaged with CORUM counselling

The project will be evaluated by the County Council Research Team, and the finished report will be available at the end of October 2016.

What negative impacts are anticipated from this proposal?

If this service is not funded then up to 40 vulnerable women each year will remain vulnerable and unsupported, and more likely to become pregnant and at risk of a repeat pregnancy and removal. The women on the scheme suffer from domestic abuse, homelessness, mental health issues, learning disabilities and substance misuse issues.

It will also increase the likelihood of repeat removals. Of the women who have been referred to the project to date, there have been 36 women, who have had 89 children removed. 63 children are repeat removals which will have cost CCC in the region of £7,000,000.

Are there other impacts which are more neutral?

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	x
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	x
Sexual orientation	
Rural isolation	x
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

The service focussed on vulnerable women, the majority of whom have been subjected to high risk domestic abuse and many have suffered sexual violence as children and as adults.

The service works peripatetically, so those women who live in rural areas and have poor access to universal services would no longer receive this support.

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	15.9.2016		V. Crompton

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment	
CFA, Children's Social Care		<p>Name: Fiona Van Den Hout</p> <p>Job Title: Head of Service, Children's Social Care: Access, CIN and LAC Units, East Cambs, South Cambs and Cambridge City</p> <p>Contact details: Fiona.VanDenHout@cambridgeshire.gov.uk</p> <p>Date completed: 22/09/16</p> <p>Date approved: 23.9.2016</p>	
Proposal being assessed			
Systemic family meetings to be offered at an earlier stage to increase the number of children being diverted from LAC placements			
Business Plan Proposal Number (if relevant)	A/R.6.219		
Aims and Objectives of the Service or Function affected			
<p>Systemic family meeting have two functions. Firstly, to utilise family, friends and community networks to improve and maintain children and young people's lives at home. Secondly, to work with family and friends networks to contingency plan how a child or young person will be cared for if the situation does not improve at home, to avoid the child becoming looked after. Recently there has been a narrowing of criteria for these meetings in Cambridgeshire as annual expenditure has been reduced and the primary function of meetings has become the contingency planning. Currently, a case must be on the edge of care to be considered for the intervention and the vast majority of cases are 'pre-proceeding meeting' (PLO) level or at court proceedings.</p>			

What is the proposal?
<p>Change the referral criteria for systemic family meetings so they take place with families at an earlier stage - at the point just before beginning a child protection plan. This would enable us to work with a larger group of 390 children at Child Protection level, rather than 240 at court proceedings level. Investment C/R.5.402</p> <p>This would mean moving the delivery from pre-court proceedings to the point just before the social worker is about to begin a child protection plan. Our experience is that, by the time cases get to pre-court proceedings, relationships with wider family members have often been exasperated and the likelihood of a successful family placement is diminished. In addition, the preventative element of the service is lost i.e. working with the family so that the child doesn't have to leave the family home at all. The breakdown in relationships and motivation by the time the case reaches court proceedings is arguably reflected in the number of meetings that are cancelled by families before they take place.</p> <p>The conversion rate from the referral to a meeting actually taking place has decreased significantly since the referral criterion has been tightened. In 2008/09 the conversion rate was 89%, gradually dropping to 65% in 2014/15 and to 41% in the first half of 2015/16. Poor conversion rates mean a reduction in successful outcomes in regards to family placements but are also costly to the Council as much of the preparatory work will have been done by staff which can often add up to almost two weeks of work per conference.</p>
Who will be affected by this proposal?
<p>.</p> <p>Families with children across Cambridgeshire who are subject to a child protection plan</p> <p>Families with children across Cambridgeshire who are subject to court proceedings</p>
What positive impacts are anticipated from this proposal?
<p>More children will be enabled to remain at home and will not become looked after (data tells us that Looked After Children have poorer outcomes)</p> <p>Families will become more stable as a result of a systemic family meeting</p> <p>Families are less likely to escalate to court proceedings, reducing stress that can be experienced</p>
What negative impacts are anticipated from this proposal?
<p>None</p>
Are there other impacts which are more neutral?
<p>None</p>

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

N/A

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	22.9.2016		F.Van Den Hout

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
CFA, Children Social Care		Name: Jill Blose.....
Proposal being assessed		Job Title: Group Manager Fostering
Increase the capacity of in-house foster caring		Contact details: 01480 372494
Business Plan Proposal Number (if relevant)	A/R.6.220	Date completed: 22/09/16
		Date approved: 23.9.2016
Aims and Objectives of the Service or Function affected		
<p>As a Local Authority, Cambridgeshire remains committed to providing a comprehensive and effective Fostering Service for children looked after, who need foster care families to grow up in.</p> <p>The service recruits, assesses and trains prospective foster carers. Once approved the service is responsible for</p>		

ongoing training, development, support and review of fostering households.

In addition to the work undertaken within mainstream fostering and foster carer recruitment, the service is also responsible for assessing and supporting kinship foster carers, private foster carers and delivering a family based short breaks service. The Fostering Service ensures that the services offered are based on statutory requirements, sound principles and good practice.

The fostering duty/ family finding unit within the fostering service is responsible for identifying appropriate approved in house carers who can meet the identified needs of the children referred for placements whether on an emergency/urgent basis or planned long term/ permanent basis.

Those placements that cannot be suitably matched with in-house carers are referred back to the CFA access to resources team for a search of independent fostering placements.

There are currently 109 households offering up to 222 placements on 22/9/2016 of which 170 were occupied.

In addition there were multiple kinship foster placements

What is the proposal?

Reduce spending on foster placements from external carer agencies by increasing the capacity of the in-house service.

- The proposal is to continue to increase the in house foster carer capacity through the recruitment and assessment of local foster carers in order to ensure we have approved foster carers with a wide mix of skills who can meet the needs of the children being looked after by Cambridgeshire County Council
- Increasing our range of provision; will enable greater placement choice and flexibility. Having more children placed with in house fostering placements will provide an increased sense of stability, security and permanence for our looked after children. It should reduce the number of placement moves and potential for disruptions as local services are more readily available to support the child and carers. It will also increase the likelihood of children returning home.
- This should in turn decrease the Councils dependency and use of external placements

Who will be affected by this proposal?

This may impact on independent fostering agency who have approved foster carers living in Cambridgeshire

What positive impacts are anticipated from this proposal?

- Reduction in costs on external placement budget
- Less pressure on existing foster carers,
- Closer matching of children and fostering households, therefore reducing placement disruption and improved retention of foster carers.
- Children more likely to be placed with 20 miles from home and therefore closure to the family/community of origin

- Children placed out of their local area are more likely to fail in reaching their potential and will require more support later in their lives as they lose their local support systems.
- When children are placed at a distance, this has an impact on the Social Worker's capacity given the additional travel and time when visiting the placement in fulfilling their statutory responsibilities. Placing children closer to their community will prevent this pressure on the children's social work Teams/Units

What negative impacts are anticipated from this proposal?

- Increase in foster carer recruitment activity will require sufficient resources to respond quickly to the enquiries and demand for assessments.
- Positive recruitment resulting in increased foster carer numbers will require additional resources to support the foster carers with placements and for the service to meet statutory requirements.

Are there other impacts which are more neutral?

This might be where people receive a very different service or support from the local authority as a result of the proposal but this is not considered to be better or worse than before – just different.

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

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Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	19.9.2016		J. Blose

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
CFA, Children Social Care, Together for Families		Name: Alison Smith
Proposal being assessed		Job Title: Together for Families Lead Officer
Link Workers within Adult Mental Health Services		Contact details: 01223 703239
Business Plan Proposal Number (if relevant)	A/R.6.221	Date completed: 21.09.16
		Date approved: 23.9.2016
Aims and Objectives of the Service or Function affected		
<p>This proposal relates to CPFT (Cambridgeshire and Peterborough Foundation Trust) Adult Mental Health Services. Feedback from social workers and Locality workers in Cambridgeshire is that the biggest issue they come across in working with families is lack of engagement from adult mental health services when trying to work in partnership. This impacts negatively upon the resilience of the family to be able to function and stay together. For example, in a recent case, a mother stopped taking her medication and her mental health nurse did not notify children's services about this so an assessment could be made. This family rapidly slipped into crisis which resulted in three children being removed and taken into care.</p>		
What is the proposal?		
<p>This proposal is to change the culture of adult mental health services in CPFT to ensure they 'Think Family' when working with an adult, and changing processes to enable this to happen more effectively. Investment C/R.403.</p> <p>To achieve this, two Link Workers will embed a Think Family approach in adult mental health services and increase access to preventative and early help services to keep families together wherever possible for two years. The aim of the Link Worker roles will be to embed a Think Family approach in adult mental health services and increase access to preventative and early help services to keep families together wherever possible. Link workers would work for a proportion of their time in CPFT to enable learning to take place on both sides and for them to form relationships and challenge the culture from within.</p>		
Who will be affected by this proposal?		
<p>The proposal will specifically affect:</p> <ul style="list-style-type: none"> - Staff (Clinicians, Social Workers, Managers and Business Support) working in CPFT Adult Mental Health Services as the link workers will be supporting them to change thinking and practice - Adults who are currently a patient of CPFT adult mental health services who have a wider family as the work should result in them experiencing a more integrated approach to support for their family 		
What positive impacts are anticipated from this proposal?		
<p>The specific positive impact which is sought is the reduction of the number of children becoming looked after by increasing the number of children in these high risk families being picked up by early help services, increasing the initiation of family CAFs (Common Assessment Framework) by adult mental health services, increasing the engagement of families in 'edge of care' services if this level of need exists, and ensuring the right people are referred and have access to mental health services.</p> <p>The work will also ensure that support provided to families with multiple needs, where there is an adult who is a</p>		

patient of adult mental health services in CPFT, experience a much more coherent and integrated response.

What negative impacts are anticipated from this proposal?

None

Are there other impacts which are more neutral?

No

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	x
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

Age – the work focusses on adults with mental health issues. The benefits of a more integrated approach should be felt more acutely by those adults however other members of their family should also benefit

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	20.9.2016		A. Smith

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
CFA, Strategy and Commissioning		Name: Judith Davies Job Title: Head of Commissioning Enhanced Services Contact details: Judith.Davies@cambridgeshire.gov.uk Date completed: 19/9/2016 Date approved: 23.9.2016
Proposal being assessed		
Independent travel training for children with SEND		
Business Plan Proposal Number (if relevant)	A/R 6.222	
Aims and Objectives of the Service or Function affected		
To establish a countywide independent travel scheme available to young people aged 16 or older, who have an SSEN (Statement of Special Education Needs) or EHCP (Education Health and Care Plan).		
What is the proposal?		
<p>Proposal to introduce Independent Travel Training (ITT) for young people with SEND to help them cope with the often more complex journeys required to access further education. Once trained and assessed to be safely able to travel independently, we will no longer have to provide home to school transport for these young people.</p> <p>Currently this is offered inconsistently and mainly from Samuel Pepys School. The scheme would cover all post 16 education settings.</p>		
Who will be affected by this proposal?		
<p>Proposal to introduce Independent Travel Training (ITT) for young people with SEND to help them cope with the often more complex journeys required to access further education. Once trained and assessed to be safely able to travel independently, we will no longer have to provide home to school transport for these young people</p> <p>The proposal would cover the county and would be accessible to young people with either an SSEN or EHCP. They would be identified through the annual review of their statement or plan. This cohort has SEND. The scheme would be focussed at those 16 or older.</p>		
What positive impacts are anticipated from this proposal?		
<p>Increased independence and an improvement in chances of an apprenticeship and employment.</p> <p>Improvement in confidence and self-esteem.</p> <p>Transferable to non-educations times to support leisure etc.</p> <p>Reduced costs for post 16 SEND transport.</p>		
What negative impacts are anticipated from this proposal?		

Limited by funds available.

Are there other impacts which are more neutral?

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	X
Disability	X
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

This scheme is for those with SEND and over 16 years old.

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	19.9.2016		J. Davies

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
CFA, Strategy and Commissioning		Name: Judith Davies Job Title: Head of Commissioning Enhanced Services Contact details: Judith.Davies@cambridgeshire.gov.uk Date completed: 19/9/2016 Date approved: 23.9.2016
Proposal being assessed		
SEND home to school transport – Meadowgate footpath		
Business Plan Proposal Number (if relevant)	A/R 6.223	
Aims and Objectives of the Service or Function affected		
All children attending Meadowgate school are eligible for SEND transport as there is no footpath for a section of Quaker Lane and therefore the route was designated as an unsafe route even if the child or young person lived very close to school.		
What is the proposal?		
Following the development of an action plan to reduce costs for SEND transport, the proposal to Build a footpath to the Meadowgate School to create a safe route that would enable children to walk or cycle to school, meaning they would no longer require transport. By providing a complete footpath, the aim is to provide a safe route and therefore those children and young people within walking distance to the school may be able to walk or cycle to school without the need for transport.		
Who will be affected by this proposal?		
<p>.</p> <p>The proposal relates specifically to children and young people who attend Meadowgate school and who are within the walking distances for primary and secondary age children (2-19 years) and currently receive free home to school transport. The children will all have severe and complex learning needs and will have been placed in the school by the LA.</p>		
What positive impacts are anticipated from this proposal?		
<p>Those children who live within walking distances can walk to school and will be able to do so via a safe route to school.</p> <p>Encourages more parents to have daily contact with the school.</p> <p>Reduces the number of vehicles arriving at the school.</p> <p>Reduces the costs of transporting children to school.</p>		
What negative impacts are anticipated from this proposal?		

Some families who will no longer be eligible for their child to have home to school SEND transport may have difficulty in accompanying their child to school.

Difficulties for parents needing to get children to two different schools.

Are there other impacts which are more neutral?

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	X
Disability	X
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

Those with SEND will be affected by only those attending Meadowgate school. It impacts on children between the ages of 2 and 19.

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	19.9.2016		J. Davies

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
CFA, Learning		Name: Rudy Imhoof
Proposal being assessed		Job Title: Interim Head of Service CCS
Alternative model of delivery for school catering and cleaning (Catering and Cleaning Services (CCS))		Contact details: 01223 703509 rudy.imhood@cambridgeshire.gov.uk Date completed: 15/09/2016 Date approved: 23.9.2016
Business Plan Proposal Number (if relevant)	A/R.6.225	
Aims and Objectives of the Service or Function affected		
To provide catering and cleaning services to local authority maintained schools and academies.		
What is the proposal?		
<p>The proposal is to seek a partnership with another local authority on either a Joint Venture (JV) or Strategic Partnership (SP) basis in order to reduce the financial risk to the authority. A new way of providing school catering and cleaning as either a joint venture or a partnership is at an advanced stage to increase the current number of SLA/contracts with schools, reduce management costs and generate economies of scale with regards to purchasing, menu planning, marketing and operational procedures and delivery. A minimum of £50K has been set as a project priority</p>		
Who will be affected by this proposal?		
<p>.</p> <p>The proposal covers all schools and academies across Cambridgeshire however it will have a neutral impact on service users and staff.</p>		
What positive impacts are anticipated from this proposal?		
None identified		
What negative impacts are anticipated from this proposal?		
None identified		

Are there other impacts which are more neutral?

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

Version Control

Version no.	Date	Updates / amendments	Author(s)
1	15/09/2016		R Imhoof

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
CFA, Learning		Name: Keith Grimwade Job Title: Service Director: Learning Contact details: 01223 507165 keith.grimwade@cambridgeshire.gov.uk Date completed: 19/09/2016 Date approved: 23.9.2016
Proposal being assessed		
Strategic review of the Local Authority's ongoing statutory role in learning (Children's, Innovation and Development Service)		
Business Plan Proposal Number (if relevant)	A/R.6.227	
Aims and Objectives of the Service or Function affected		
The objectives of the services that are part of this review relate to the monitoring, challenge, support and intervention of schools, to secure school improvement.		
What is the proposal?		
<p>A programme to transform the role of the local authority in education in response to national developments such as the 2016 Education White Paper, and the local context, (e.g. the increasing number of academies and the educational performance of schools) has been started. This has four strands</p> <ol style="list-style-type: none"> 1. ensure the LA role is focused on delivering its statutory education duties, with the following strands - <ol style="list-style-type: none"> a. ensuring every child has a school place b. ensuring the needs of vulnerable pupils are met c. acting as champions for all parents and families 2. Reviewing traded school improvement services 3. Exploring the possibility of LA initiated Multi-Academy Trusts 4. The LA's role in the recruitment and retention of teaching staff <p>The LA's core duties, traded services, local authority-initiated Multi-academy Trusts and the recruitment and retention of school staff. Early work has identified savings from reducing core funding to the Education Adviser team to meet the statutory minimum requirement (one f.t.e.) and develop trading with schools and academies to fund non statutory work; Mathematics, English and Improvement advisers to be fully traded from 2017-18; Primary advisers to be part traded from 2017-18 and fully traded from 2018-19; Senior Advisers to be part traded; and a reduction in the intervention budget, supporting only maintained schools where we have a statutory responsibility to do so. The Education Advisers will generate a £10k surplus in 2018-19</p> <p>In summary, the proposal is to review, restructure and reorganise the LA's role in education. This is a response to the education White Paper 'Education Excellence Everywhere', (May 2016), the Green Paper 'Schools that work for everyone' (September 2016) and the local context of educational performance, a transformation</p>		

Who will be affected by this proposal?
LA Officers in the Learning Directorate, Enhanced and Preventative Services and Strategy and Commissioning; and schools.
What positive impacts are anticipated from this proposal?
None
What negative impacts are anticipated from this proposal?
A reduced role in the LA (Local Authority) supporting underperforming schools could have a negative impact on the achievement, and therefore the life chances, of disadvantaged groups.
Are there other impacts which are more neutral?
None

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	

Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate
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	impact
Religion or belief	
Sex	
Sexual	

orientation	
Rural isolation	
Deprivation	x

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

A reduced role in the LA supporting underperforming schools could have a negative impact on the achievement, and therefore the life chances, of disadvantaged groups. This will be mitigated by ensuring that the LA acts as a champion for all children, young people and families, challenging schools where performance for these groups is a concern and facilitating the sector led system (schools supporting each other) to provide the support and guidance that schools need.

Version Control

Version no.	Date	Updates / amendments	Author(s)
1	19/09/2016		K Grimwade

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
CFA, Learning		Name: Keith Grimwade Job Title: Service Director, Learning Contact details: 01223 507165 keith.grimwade@cambridgeshire.gov.uk Date completed: 19/09/2016 Date approved: 23.9.2016
Proposal being assessed		
Reduction in Heads of Service (Children's, Innovation and Development Service)		
Business Plan Proposal Number (if relevant)	A/R.6.230	
Aims and Objectives of the Service or Function affected		
The role affected is the Head of Service for the Children's, Innovation and Development Service, which provides curricular and extra-curricular support, guidance and opportunities, largely on a traded basis, to schools, e.g. outdoor education, Personal Social and Health Education, Education ICT.		
What is the proposal?		
Reduce the number of Heads of Service in the Learning directorate from six to five in line with the reduction in staffing and changing role of the Directorate. The proposal is to delete the Head of Service post as part of a re-structure of the Learning Directorate, itself driven by the changing role of the Local Authority in education.		
Who will be affected by this proposal?		
.		
The post is currently vacant and will not be filled.		
What positive impacts are anticipated from this proposal?		
None		
What negative impacts are anticipated from this proposal?		
None		

Are there other impacts which are more neutral?

This proposal has no community impact.

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed**Version Control**

Version no.	Date	Updates / amendments	Author(s)
1	19/09/2016		K Grimwade

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
CFA, Learning		Name: Keith Grimwade Job Title: Service Director: Learning Contact details: 01223 507165 keith.grimwade@cambridgeshire.gov.uk Date completed: 19/09/2016 Date approved: 19/09/2016
Proposal being assessed		
Business Support		
Business Plan Proposal Number (if relevant)	A/R.6.236	
Aims and Objectives of the Service or Function affected		
Business Support for the Learning Directorate		
What is the proposal?		
<p>Development and implementation of course booking and customer feedback systems and new ways of working will enable us to reduce our business support capacity.</p> <p>This proposal has already been implemented, following consultation in Spring 2016. The savings in the Business Plan reflect the full year saving from the restructure that was implemented on 1st June 2016.</p>		
Who will be affected by this proposal?		
.		
Business Support staff were affected.		
What positive impacts are anticipated from this proposal?		
None		
What negative impacts are anticipated from this proposal?		
None		
Are there other impacts which are more neutral?		

This proposal has no community impact.

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

Version Control

Version no.	Date	Updates / amendments	Author(s)
1	19/09/2016		K Grimwade

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Children, Families and Adults Services		Name: Judith Davies Job Title: Head of Commissioning Enhanced Services Contact details: 01223 729150 Approved 23.11.2016
Proposal being assessed		
Virtual Beds		
Business Plan Proposal Number (if relevant)	A/R.6.238	
Aims and Objectives of the Service or Function affected		
To provide 16 quality residential placements to Cambridgeshire County Council (at any one time throughout the contract period) to meet the needs of the children and young people assessed as requiring this type of service.		
What is the proposal?		
Tender for 16 block purchased 'virtual' beds. Savings of £205K		
Who will be affected by this proposal?		
. <ul style="list-style-type: none"> - It is intended that the residential beds will be located within Cambridgeshire; 8 in the South and 8 in the North. - This will affect looked after young people in need of residential services. - Location of children's homes can impact on the local community but this will be mitigated as part of development. 		
What positive impacts are anticipated from this proposal?		
<ul style="list-style-type: none"> - Services for children and young people that are local, good quality and within their local communities; enabling them to access universal Cambridgeshire services. - Improved Provider – Council relationships - Reduced travel time for professionals supporting looked after young people. - Increased monitoring and oversight of services. - Savings to the LAC budget allowing funding to be re-deployed according to need. 		
What negative impacts are anticipated from this proposal?		
<ul style="list-style-type: none"> - Risk of reduction of providers in the Children Residential care market within Cambridgeshire. - Impact of provider failure greater if relying on volume contracts (mitigated by framework arrangement to continue alongside this arrangement). 		
Are there other impacts which are more neutral?		

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Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

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Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	23.11.2016		J.Davies

Directorate / Service Area		Officer undertaking the assessment
Children, Families and Adults Services		Name: Judith Davies
Proposal being assessed		Job Title: Head of Commissioning Enhanced Services
Review Of Top 50 Placements		Contact details: 01223 729150
		Approved 23.11.2016
Business Plan Proposal Number (if relevant)	A/R.6.239	
Aims and Objectives of the Service or Function affected		
<p>The service are external services providing residential care, education and supported accommodation services to the County Council. The aims of the services are to provide services in line with the assessed need of Looked After children and young people or children and young people requiring a Specialist education provision.</p>		
What is the proposal?		
<p>Monthly review by panel of the top 50 most expensive external placements, with the objective of reducing placement costs wherever possible. This will have a savings of £324K</p>		
Who will be affected by this proposal?		
<p>.</p> <ul style="list-style-type: none"> - The proposal will impact on the income of the independent providers. These may be private/public limited companies or charitable, non for profit organisations. - The providers are based throughout the region and country as are the placements that they provide; although the majority of placements made by Cambridgeshire will be based in or as near to Cambridgeshire as possible to maintain children and young people within their local area and communities. - The impact is intended to be absorbed by the provider but a reduction in fee may be passed on to staffing arrangements or reductions in some activities/additions that the service feel that they can no longer provide. The proposal is to negotiate fees for placements where it has been identified a reduction in support or the child/young person's support needs allow this. It will not be imposed to the detriment of the child/young person's placement or support provided as outlined and required within the care plan or education, health and care plan. - As these placements are in the top 50 high cost placements it is likely that there is wider scope for reducing costs and looking at alternative ways of providing services to reduce fees. 		
What positive impacts are anticipated from this proposal?		
<ul style="list-style-type: none"> - A reduction in fees will impact positively on the Looked after Children's budget. - The reductions are intended to direct funding where the support is needed and to ensure that the Council are not paying for services or support that is not required. 		

- Creative and innovative ways of supporting young people may not only improve efficiencies but also the experience for the child/young person.

What negative impacts are anticipated from this proposal?

This strategy may impact negatively on Council – Provider relationships.

If reductions are passed on it may impact on recruitment and retention of support workers into the sector.

Placements may be put at risk if the Council are not willing to pay the fee proposed by the Provider.

Providers may look to increase fees in other areas/services

Providers may seek to recoup any losses at the point of re-tendering for these services; inflating prices.

There is the additional risk that parents/carers may be resistant to this strategy which may impact negatively on Council's reputation/parent/carer relationships as we seek to do things differently.

Are there other impacts which are more neutral?

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

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Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	23.11.2016		J.Davies

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Children, Families and Adults Services		Name: Judith Davies Job Title: Head of Commissioning Enhanced Services Contact details: 01223 729150 Approved 23.11.2016
Proposal being assessed		
Negotiating Placement Fees		
Business Plan Proposal Number (if relevant)	A/R.6.240	
Aims and Objectives of the Service or Function affected		
<p>The service are external services providing residential care, education and supported accommodation services to the County Council. The aims of the services are to provide services in line with the assessed need of Looked After children and young people or children and young people requiring a Specialist education provision.</p>		
What is the proposal?		
<p>Negotiate the costs of external placements for Looked After Children. Savings of £70K</p>		
What positive impacts are anticipated from this proposal?		
<ul style="list-style-type: none"> - A reduction in fees will impact positively on the Looked after Children's budget. - The reductions are intended to direct funding where the support is needed and to ensure that the Council are not paying for services or support that is not required. 		
What negative impacts are anticipated from this proposal?		

This strategy may impact negatively on Council – Provider relationships.

If reductions are passed on it may impact on recruitment and retention of support workers into the sector.

Placements may be put at risk if the Council are not willing to pay the fee proposed by the Provider.

Providers may look to increase fees in other areas/services

Providers may seek to recoup any losses at the point of re-tendering for these services; inflating prices.

Are there other impacts which are more neutral?

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

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Sexual orientation	
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Details of Disproportionate Impacts on protected characteristics and how these will be addressed

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Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	23.11.2016		J.Davies

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment	
Children, Families and Adults Services		Name: Judith Davies Job Title: Head of Commissioning Enhanced Services Contact details: 01223 729150 Approved 23.11.2016	
Proposal being assessed			
Foster Carers To Provide Supported Lodgings			
Business Plan Proposal Number (if relevant)	A/R.6.241		
Aims and Objectives of the Service or Function affected			
To improve the post 16 offer to looked after young people and care leavers.			
What is the proposal?			
Delivery of 10 new supported lodging placements. Savings of £152K			
Who will be affected by this proposal?			
<p>.</p> <ul style="list-style-type: none"> - It is intended that the service will be County wide across Cambridgeshire. - It will impact on looked after young people and care leavers - It will impact on the adults/families offering this service - There should be low impact on neighbours, communities or positive impact as communities become more diverse and inclusive of looked after young people and care leavers. 			
What positive impacts are anticipated from this proposal?			
<ul style="list-style-type: none"> - Looked after young people and care leavers will have increased offer of accommodation and support post 16. - Reduction in payments to alternative types of services will impact positively on the LAC placements budget which can be directed to where funding is required. - Decreased reliance on current services that are not meeting the range of need of 16+ young people. - Increased income for adults/families offering this service. 			

What negative impacts are anticipated from this proposal?

- Low risk that potential foster carers will divert to this service when recruitment of foster carers is a priority strategy for the Council.

Are there other impacts which are more neutral?**Impacts on specific groups with protected characteristics**

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
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Disability	
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Sexual orientation	
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Details of Disproportionate Impacts on protected characteristics and how these will be addressed

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	23.11.2016		J. Davies

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Children, Families and Adults Services		Name: Judith Davies Job Title: Head of Commissioning Enhanced Services Contact details: 01223 729150 Approved 23.11.2016
Proposal being assessed		
Reducing fees for Independent Fostering Agency placements		
Business Plan Proposal Number (if relevant)	A/R.6.242	
Aims and Objectives of the Service or Function affected		
<ul style="list-style-type: none"> - The services are external fostering providers providing placements to looked after children and young people placed by Cambridgeshire. - The aim of the services is to provide stable, good quality placements to look after children and young people in a family setting. 		
What is the proposal?		
Reduce fees for Independent Fostering Agency (IFA) placements with savings of £66K		
Who will be affected by this proposal?		
<p>.</p> <ul style="list-style-type: none"> - The proposal will impact on the income of the independent fostering providers. - The fostering agencies are based throughout the region and country as are the placements that they provide; although the majority of placements made by Cambridgeshire will be based in or as near to Cambridgeshire as possible to maintain children and young people within their local area and communities. - The impact is intended to be absorbed by the fostering provider but a reduction in fee may be passed on to the foster carers. The proposal is to reduce the fees for placements where it has been identified a reduction in support or their support needs allow this and will not be imposed to the detriment of the child/young person's placement or support provided. 		
What positive impacts are anticipated from this proposal?		
<ul style="list-style-type: none"> - A reduction in fees will impact positively on the Looked After Children's budget. - The reductions are intended to direct funding where the support is needed and to ensure that the Council are not paying for services or support that is not required. 		

What negative impacts are anticipated from this proposal?

This strategy may impact negatively on Council – Provider relationships.

Dependent on how the reduction is absorbed it may impact on foster carer and local authority relationships.

If reductions are passed on it may impact on recruitment and retention of carers.

Placements may be put at risk if the Council are not willing to pay the fee proposed by the Provider.

Providers may look to increase fees in other areas/services

Providers may seek to recoup any losses at the point of re-tendering for these services; inflating prices.

Are there other impacts which are more neutral?**Impacts on specific groups with protected characteristics**

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	

Race	
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Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	

Rural isolation	
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Deprivation	
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Details of Disproportionate Impacts on protected characteristics and how these will be addressed

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	23.11.2016		J. Davies

Directorate / Service Area		Officer undertaking the assessment
ETE / Passenger Transport CFA / Learning (cross-directorate project)		Name: Toby Parsons Job Title: Transport Policy & Operational Project Manager Contact details: 01223 743787 Date completed: 22 November 2016 Date approved: 29.11.2016
Proposal being assessed		
Total Transport - Roll-out of Total Transport Phase 1		
Business Plan Proposal Number (if relevant)	A/R.6.244	
Aims and Objectives of the Service or Function affected		
<p>The service provides home to school transport for eligible pupils travelling to mainstream schools across Cambridgeshire, and in a small number of cases across the county boundary. Transport to special needs schools is provided separately and is not included in this project.</p>		
What is the proposal?		
<p>This is an updated proposal, in light of the data and experience gained through Phase 1 of the Total Transport pilot, which was implemented in the East Cambridgeshire area at the start of September 2016. By investing in staff and by extending the use of smartcard technology, the Council will be able to deliver more efficient mainstream school transport services, matching capacity more closely with demand. The intention is to secure financial savings whilst ensuring that all eligible pupils continue to receive free transport with reasonable but efficient travel arrangements. Investment C/R.5.102</p> <p>A “clean sheet” network review will be undertaken, to improve efficiency and achieve savings. At the same time, smartcards will replace standard passes, to allow data about real passenger numbers to be collected.</p> <p>There will be no changes to eligibility, nor will charges be introduced (the Council has no statutory right to do so). There will be some impact on journey times, and certain groups of pupils will share services with others. Services will continue to be provided within statutory guidance and the Council’s policy commitments.</p>		
Who will be affected by this proposal?		
<p>The proposal would cover all eligible mainstream pupils within Cambridgeshire.</p>		
What positive impacts are anticipated from this proposal?		
<p>The proposal will deliver financial savings with limited impact on the service received by users.</p>		
What negative impacts are anticipated from this proposal?		
<p>There will be some impact on journey times, and the groups of pupils who share transport. There will be no removal of transport, nor any introduction of charges.</p>		
Are there other impacts which are more neutral?		

The introduction of smartcards rather than standard tickets will simply change the boarding process for pupils.

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

None

Version Control

Version no.	Date	Updates / amendments	Author(s)
1	22 Nov 2016	Created	Toby Parsons

Directorate / Service Area		Officer undertaking the assessment
Children Families and Adults, Learning, Cambridgeshire Race Equality & Diversity Service (CREDS)		Name: Joanna Pallett
Proposal being assessed		Job Title: Head of the Virtual School for Looked After Children
Cambridgeshire Race, Equality and Diversity Service (CREDS) (Possible dissolution of the Service or reduction in staffing owing to reduced funding)		Contact details: 01223 703562 Date completed: 29.11.2016 Date approved: 29.11.2016
Business Plan Proposal Number (if relevant)	A/R. 6.245	
Aims and Objectives of the Service or Function affected		
<p>CREDS is a countywide local authority service that works with schools to support the inclusion, participation and achievement of Black, minority ethnic (BME), Gypsy, Roma and Traveller (GRT) children and young people, including those who have English as an additional language (EAL).</p> <p>The Service comprises three teams (see attached Service structure) – advisory teachers who provide advice, guidance and training on BME and GRT achievement, EAL and equalities; a GRT team of home-school liaison officers and specialist teaching assistants who support GRT inclusion and raise awareness of GRT culture with schools and services, and a bilingual team who provide first language support for new arrivals in schools.</p> <p>CREDS takes a county lead for equality and diversity in education and oversees the county's database for schools for reporting prejudice-related incidents. The Service provides the equality dimension to a number of local authority groups, including:</p> <ul style="list-style-type: none"> • Equality & Diversity Action Group (EDAG) • Council Diversity Group • Prevent Operational Group • Anti-Bullying • Health-Related Behaviour Survey Group • Healthy Relationships • Cambridgeshire Culture <p>CREDS also contributes to a wide range of LA initiatives and strategies such as the Equality Strategy; Accelerating Achievement of Vulnerable Groups; Prevent Strategy; countywide cultural competence and equalities training; Early Years training and moderation.</p> <p>CREDS is a Stonewall Training Partner, coordinates the Stonewall Education Champions programme and has undertaken the submission of the Stonewall Education Equality Index 2011-16, achieving a place in the top 5 every year.</p>		
What is the proposal?		

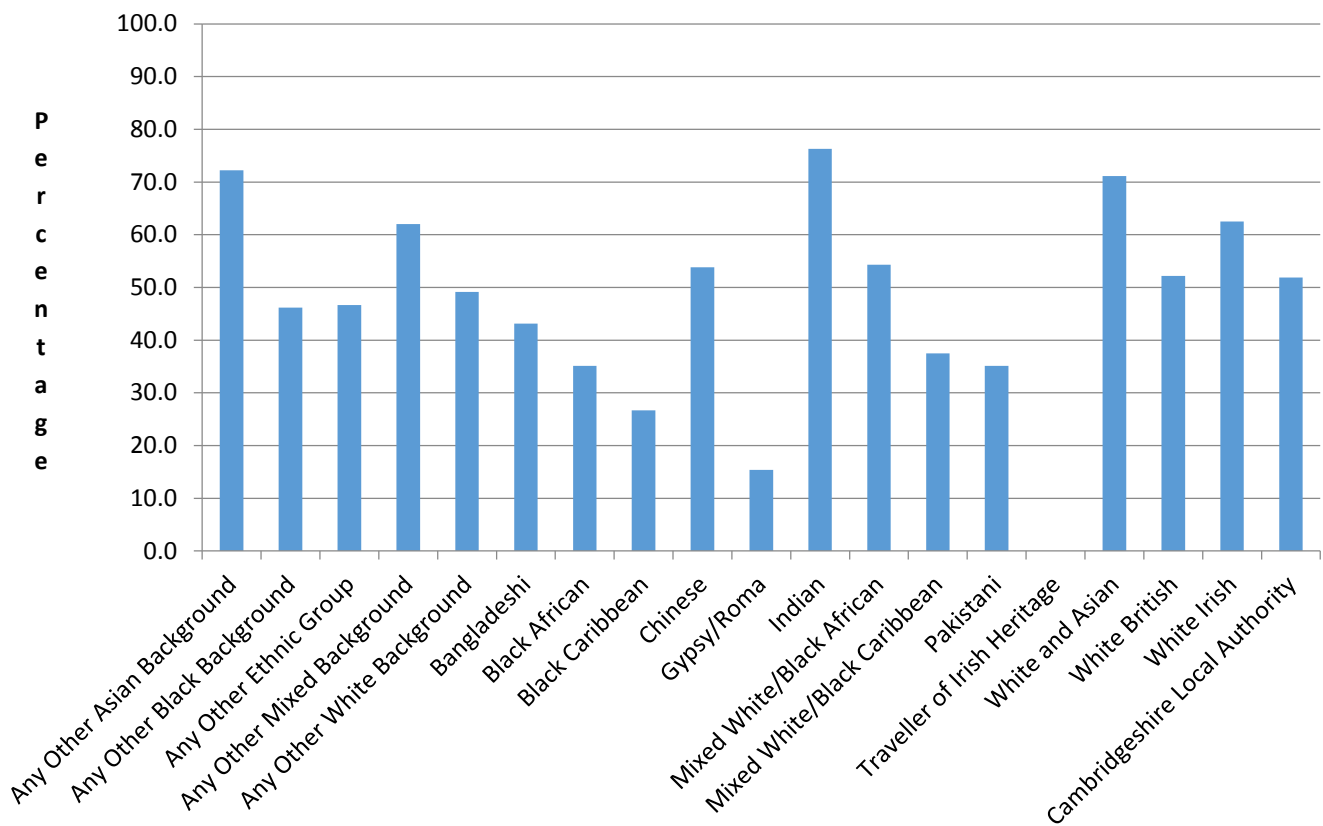
Removal of the de-delegation received from maintained primary schools in 2017-18 will require the Cambridgeshire Race, Equality and Diversity Service (CREDS) to cease the core offer to schools. This is the worst scenario case, any reduction in the de-delegation will result in a restructure of the service, including staffing reductions.

1. CREDS is currently funded through maintained primary schools' de-delegated DSG funding, buy back from academies and a contribution from net LA budget. Should Schools Forum decide not to continue this arrangement beyond April 2017, the Service as it is currently configured will cease to exist, although options for establishing a viable traded service will be developed. What the LA needs to continue to provide to meet its core duties will also be considered – the government is launching a consultation on these duties in the New Year.
2. Should they decide to continue funding CREDS for 2017-18, there will need to be a reduction in staffing as increasing primary academisation will reduce the amount of de-delegated funding to the Service by approximately £100,000, not all of which will be secured through buy back.

Who will be affected by this proposal?

- CREDS' staff.
- Potentially, all Cambridgeshire schools may be affected as the Service supports groups of minority ethnic children, young people and their families who may move into the county at any time. In addition, prejudice-related incidents can occur at any time in schools and they frequently request input from CREDS. Current analysis of the take up of CREDS' services shows that it is evenly spread across the county: 79% of South Cambridgeshire and City maintained primary schools, 75% of East Cambridgeshire and Fenland and 64.5% of Huntingdonshire maintained primary schools have used the Service since April 2016. However, it should be noted that schools will still have the funding for supporting these needs and a responsibility to meet them from an appropriate provider.
- Other LA services who work with CREDS and use their linguistic and equalities expertise will also be affected.
- The children and families supported by CREDS will potentially be affected. This includes members of Black, minority ethnic, migrant, refugee, Gypsy, Roma and Traveller communities, some of whom are among the most vulnerable and at risk of failing in education (see below).

KS2 Combined RWM 2016 - achieved standard



If Schools Forum decide to continue funding CREDS for 2017-18, the reduction in the Service will directly affect the posts that are made redundant; other members of the Service who will take on some of the tasks of the redundant posts and the community members and schools who receive support from CREDS.

What positive impacts are anticipated from this proposal?

None

What negative impacts are anticipated from this proposal?

The potential negative impacts are outlined above.

Are there other impacts which are more neutral?
If CREDS manages to become a traded service schools that buy back may not be adversely affected.

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	x
Marriage and civil partnership	
Pregnancy and maternity	
Race	x

Impact	Tick if disproportionate impact
Religion or belief	x
Sex	x
Sexual orientation	x
Rural isolation	
Deprivation	x

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

Dissolution of CREDS will mean that many children from minority ethnic groups currently supported to access and participate in education may no longer receive this additional support. Families who use CREDS' bilingual support staff and home-school liaison officers to access and make use of services will be less able to participate in and contribute to life in the community.

CREDS works with schools and other services to help them ensure their provision is accessible and appropriate for all ethnic and religious groups – there is a danger of children and families from particular minority groups not receiving equitable or appropriate services if CREDS ceases to exist.

CREDS' wider equalities work to challenge homophobic, biphobic and transphobic (HBT) bullying, gender stereotyping and sexism supports the development of a welcoming community (school and local) in which everyone is valued and appreciated for who they are. If the Service is disbanded then members of LGBT communities will be disproportionately impacted upon.

As a number of CREDS staff belong to minority ethnic groups and the majority are female, the proposal to dissolve or reduce the Service is likely to have a disproportionate impact in terms of sex and race with regard to the workforce.

These issues will be addressed as much as is possible by exploring the options for a viable traded service and/or signposting schools to alternative providers and/or ensuring that the LA's core duties are met either by commissioning services or by retaining some capacity.

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	29.11.2016		J. Pallet
2.0	29.11.2016		K. Grimwade

4.2 Adults and Older People

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
CFA, Adult Social Care		Name: Teresa Cockette
Proposal being assessed		Job Title: Policy Development manager ASC
Recouping under-used direct payment budget allocation from service users		Contact details: 01223 715568
Date completed: 20/9/2016		Date approved: 29.11.2016
Business Plan Proposal Number (if relevant)	A/R.6.101	
Aims and Objectives of the Service or Function affected		
<p>Currently the business process for setting up new direct payments and the monitoring of direct payments sits in/across different teams and services:- Business support process is carried out within each team across adult's services and is usually dependent on one single member of staff with some knowledge of Direct payments to carry out the setting up process. The Direct Payment Monitoring (DPMOs) is carried out by a central team which currently sits in Learning Disability services. The DPMO team are reliant on the locality teams to notify them of any new DP being set up, this notification enables the DPMOs to put in place the monitoring process.</p> <p>A recent audit report identified that the lack of centralised coordination and impact amongst the roles responsible for direct payment monitoring was a root cause of the lack of monitoring. The main reasons were:-</p> <ol style="list-style-type: none"> 1. Locality teams were not remembering to notify/refer to the DPMOs for monitoring. 2. Information management system was not set up for reporting when a new DP had been set up by the planned care team, or when a DP had been changed or discontinued. 3. Information received by the teams to DPMOs was scant and did not include correct details 4. Impact of poor loading, adjustments or general pool recording by the locality teams make monitoring challenging <p>The current process as detailed above contributes to the fact that we are not monitoring around 25% of people who have a direct payment in Cambridgeshire. This has a potential value of £395.00 per annum of unspent monies not returned to the LA in a timely manner.</p>		
What is the proposal?		
<p>Improving central monitoring and coordination arrangements for direct payments - ensuring budget allocations are proportionate to need and any underspends are recovered. Done through making arrangements for direct payments – ensuring budget allocations are proportionate to need and any underspend are recouped in a timely fashion.</p> <p>Once centralised the team will act as a central control on the setting up and monitoring of direct payments across CFA, this will include:- creating and setting up on Adult Finance management system (AFM) sending out, following up and processing key documentation, monitoring spend, providing information for and too people who have a direct payment, monitoring spend of direct payment notifying teams of any inappropriate or unusual spend, notify teams of reviews that need to be completed and where there appears to be any noncompliance of spend as specified in the Direct payment agreement notify teams. The central team will be a single point of contact for any support organisation and locality teams and have specialist knowledge in the field of Direct Payments.</p> <p>Investment C/R.5.306</p>		
Who will be affected by this proposal?		
.		

Currently as the knowledge about setting up of a direct payment and the ongoing monitoring of a direct payment is varied, customers will potentially have a very different experience when it comes to the setting up arrangements. Having a centralised team will start to drive consistency, efficiency and offer a more equal approach which should improve customer experience and overall business monitoring.

The central team will offer the same approach across all of adult service the will build professional relationships with all customers, staff and providers and be the go to team for expert advice in relation to the business and monitoring side of Direct payments.

What positive impacts are anticipated from this proposal?

Having a centralised team should reduce the oversight of monitoring, enable the central team to develop reports that link practice to DP provision, and maintain oversight of spend and financial reconciliation as well as removing paperwork from Social Care Practitioners.

Additionally the central team will be a single point of contact for customers, LA staff, and direct payment support service.

Provide a more Efficient setting up of a direct payment.

Apply a consistent application of policy and procedures

Improve communication to all

Provide expert knowledge to customers and staff

Reduce workload of locality business support teams.

Potential to bring in more income to the LA due to increased monitoring of all direct payments.

Management Benefits

Improved management oversight of direct payment process: reduction in number of unsigned agreements, better service user understanding of legal framework, improved signing of authorised person agreements and better compliance with care act directives around capacity and direct payment.

Better budget management reporting in relation to claw back (audit finding)

Fiscal management in relation to fraud and mis spending benefits of close communication between admin and DPMOs

Service user benefits

Timeliness – will be seen as priority in setting up on the systems

Delays in processing a direct payment request should reduce

One point of contact for service user

Benefits to locality teams

Reduced work load for Social Work practitioners (refer to business support role).

Better management info – more accurate budget forecast.

One point of contact for locality teams.

Improvement in communication around service user contribution following financial assessment.

A process for reporting and auditing fraud/ ease of access for the Safeguarding of Vulnerable Adults (SOVA) leads.

Opportunity

Increasingly we are being asked for information relating to the number of Personal Assistance employed by Service Users. Currently CCC do not record such data In addition with a central team it is an opportunity to think about management of employer and PA information :

What negative impacts are anticipated from this proposal?

Some work will need to be completed with the locality team as they currently do not complete the necessary paperwork to enable the timely processing of a direct payment, without this information being provided correctly the central team will struggle.

Some practice issue will need to be addressed i.e. how to deal with split packages arranged provision and direct payment?

Are there other impacts which are more neutral?

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Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	19.9.2016		T. Cockette

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
CFA, Adult Social Care		Name: Sunny Singh Job Title: Strategic Development Manager Contact details: 01223 699234 Date Completed: 20/9/2016 Date Approved: 23.11.2016
Service / Document / Function being assessed		
Care Act - part reversal of previous savings (Community Navigator service)		
Business Plan Proposal Number (if relevant)	A/R.6.102	
Aims and Objectives of Service / Document / Function		
<p>The Community Navigator service has been an innovative scheme which has helped bridge the gap between local communities and the statutory and voluntary sector, supporting older and vulnerable adults to find local solutions to help people remain independent, safe and well for as long as possible. The project has been funded for four years (October 2012 – October 2016) for a total of £262,603 per year.</p> <p>The Navigators are pro-active, local volunteers who help people to find their ways to activities or services. Community Navigators seek out isolated older people as well as respond to enquiries or referrals and have detailed knowledge of activities and services available in their local area. The Navigators inform older people about locally available services and signpost or help them to access those services to help maintain and/or improve the health, well-being and independence.</p>		
What is changing?		
<p>There is a £60K deficit on Care Act funded schemes going into 2017/18, and a further £60K required to fund a new Community navigator scheme. A saving of £400k was taken from the Care Act funding in 2016-17. Part of this (£120k) will be reversed to fund these schemes</p> <p>An expansion to the current service. Additional funding is being sought to support extra resource within the service with the future service, post October 2016 focusing on the elements outlined below:</p> <ul style="list-style-type: none"> Support for ASC Older Peoples Team - This element would build upon the relationships the Community Navigators have already formed with our ASC OP teams. Community Navigators staff would work alongside our Older Peoples Teams, providing a resource, offering a person-centred approach by ensuring that Tier one/ two conversations and solutions take place. It is recommended that a District Coordinator will sit within our OP Locality Teams one-day-per-week. Dedicated Mental Health resource - A recurrent issue within the service is that some people do not take action based on the information they have asked for. The service has identified, that in the majority of cases, this is because people are suffering from low level mental health needs such as depression, anxiety or lack of self-esteem. It is therefore recommended that the Wellbeing Worker is a core element of the Community Navigator service to provide support for Navigator clients who might be perceived as having more complex wellbeing or low level mental health needs. Expansion of existing service to include people aged 18+ with a disability, long term condition or other vulnerability - Although the original model targeted adults over 65, it is suggested that the work is widened to include all adults who are vulnerable, in particular older 		

people, carers and adults (18 years +) affected by disability (learning disability, physical disabilities, sensory impairments), and/ or mental health problems;

- **Information, Advice and Guidance (IAG)** - It is recommended that all Community Navigator staff are trained to an IAG Level 3 standard. This would support the Navigators in providing more practical solutions through the appropriate advice and guidance;
- **Volunteer recruitment and retention** – to provide more capacity for the District Coordinators to develop working relationships with our Older Peoples Team and to work on more complex cases it is recommended that a specific role, focusing on the recruitment and retention of volunteers is established within the Navigators model.

Who is involved in this impact assessment?

e.g. Council officers, partners, service users and community representatives.

Sunny Singh, Strategic Development Manager
Carol Williams, Strategic Development Manager
Louise Tranham, Contracts Manager

What will the impact be?

Tick to indicate if the impact on each of the following protected characteristics is positive, neutral or negative.

Impact	Positive	Neutral	Negative
Age	X		
Disability	X		
Gender reassignment		X	
Marriage and civil partnership		X	
Pregnancy and maternity		X	
Race		X	

Impact	Positive	Neutral	Negative
Religion or belief		X	
Sex		X	
Sexual orientation		X	
The following additional characteristics can be significant in areas of Cambridgeshire.			
Rural isolation		X	
Deprivation		X	

For each of the above characteristics where there is a positive, negative and / or neutral impact, please provide details, including evidence for this view. Describe the actions that will be taken to mitigate any negative impacts and how the actions are to be recorded and monitored. Describe any issues that may need to be addressed or opportunities that may arise.

Positive Impact

The expansion of the service will support older and people with disability, more resource within the service will allow more people to access it.

Negative Impact

None identified

Neutral Impact

The expansion of the service is not expected to have any impact on protected characteristics.

Issues or Opportunities that may need to be addressed

None identified

Community Cohesion

If it is relevant to your area you should also consider the impact on community cohesion.

Neutral impact

Version no.	Date	Updates / amendments	Author(s)
1.0	19.9.2016		S. Singh

Directorate / Service Area		Officer undertaking the assessment
CFA, Adult Social Care		Name: Linda Mynott Job Title: Head of Disability Service Contact details: 01480 373220 Approved 14/09/16
Service / Document / Function being assessed		
Supporting people with physical disabilities and people with autism to live more independently		
Business Plan Proposal Number (if relevant)	A/R.6.111	

Aims and Objectives of Service / Document / Function

The Physical Disability Team (PD) and Adult and Autism Team in the context of the Transforming Lives model will focus on maintaining and increasing independence and the use of community resources and family networks where these are able to meet a person's needs. There will be an expectation that people access the Reablement service and Assistive Technology. Through this work we will reduce dependence on and provision of ongoing social care services. For those people who receive social care services, the Teams will ensure that eligible needs are met in the most cost effective way possible. This approach will include the expectation that people pay for chosen activities where the specific activity is a choice rather than the only way that eligible needs can be met. The Teams will continue to use a benchmark cost of what we would expect to pay for each type of care provision.

What is changing?

The focus will be on developing independence and resilience of individuals and their networks through the Transforming Lives approach and the application of policy lines approved by Adults Committee in 2016.

The Physical Disability & Autism & Adults Teams will reduce expenditure on ongoing social care services through:

- Ensuring people have access to information and advice to help them themselves
- Ensuring people have access to support when they need it to assist them through unstable periods/crisis in order to maintain independence
- Considering community resource before provision of statutory support
- Using local resources to avoid the need for transport
- Setting progressive goals to increase/regain independence to negate or reduce the need for ongoing support
- Supporting carers through a new model of carers support
- Increased use of mobile technology for practitioners, saving time and travel expense
- Working with CYPS (Children Young People Service) to improve preparation for independence - focusing on lifelong skills and employment skills for children with disabilities whilst still in education
- Ensuring that eligible needs are met in the most cost effective way possible, with benchmarking of unit costs being used to inform this approach
- An acceptance of greater levels of risk where services are meeting needs but not going beyond this to cover situations that might arise e.g. temporary changes in condition
- Expectation that people pay for activities that are their choice rather than specifically required to meet assessed eligible needs.
- Where there are a number of different ways to meet eligible needs, the most cost effective way will be adopted

In addition practitioners will continue to:

- Work closely with partners; health, voluntary orgs

- Maximise the use the Reablement Service to promote independence
- Maximise use of Housing Related Support Services
- Maximise the use of sensory equipment
- Maximise moving and handling reassessments to reduce the use of 'double of care'
- Continue to maximise access to Visual Impairment Rehabilitation and Occupational Therapy
- Maximise the use of Assistive Technology

Investment C/R.5.308

Who is involved in this impact assessment?

e.g. Council officers, partners, service users and community representatives.

All relevant Adult Social Care managers

Council Officers

What will the impact be?

Tick to indicate if the impact on each of the following protected characteristics is positive, neutral or negative.

Impact	Positive	Neutral	Negative
Age			X
Disability			x
Gender reassignment		X	
Marriage and civil partnership		X	
Pregnancy and maternity		X	
Race		X	

Impact	Positive	Neutral	Negative
Religion or belief		X	
Sex		X	
Sexual orientation		X	
The following additional characteristics can be significant in areas of Cambridgeshire.			
Rural isolation			X
Deprivation		X	

For each of the above characteristics where there is a positive, negative and / or neutral impact, please provide details, including evidence for this view. Describe the actions that will be taken to mitigate any negative impacts and how the actions are to be recorded and monitored. Describe any issues that may need to be addressed or opportunities that may arise.

Positive Impact

The service is only provided to people with specific needs that meet the national eligibility criteria for social care and so the positive impact of the changes will be focused on people with those "characteristics".

- People will have access to the information and advice they need to help themselves and will be well supported at all levels to maximise their independence and to increase inclusion in their local communities
- Young people will be supported to maximise the skills needed for adulthood before reaching the age of 18.

Negative Impact

The service is only provided to people with specific needs that meet the national eligibility criteria for social care and so the negative impact of the changes will be focused on people with those "characteristics".

- Where it is possible to meet eligible needs and reduce the expenditure on the social care package, some people will have a change in their package and an associated reduction in their personal budget.
- Support/provision will be informed by the most cost effective way to meet assessed needs.
- Greater expectation on carers to continue to provide care and support may lead to more pressure on carers

Neutral Impact

- The characteristics where the impact is deemed as neutral are those which are not relevant as no distinction is made when delivering the service.

Issues or Opportunities that may need to be addressed

- Ensure adequate capacity of reablement and housing related support services
- Ensure practitioners across ASC (Adult Social Care) have adequate knowledge of Sensory Services
- Availability of mobile technology for staff
- Work with partner agencies/organisations to increase local opportunities/activities for people with a disability
- Ensure that information, advice and guidance is accessible for all across the county
- Services in place that support progression/maximising independence
- Ensure that the service/personal budget offered is sufficient to meet eligible needs in the most cost effective way
- Ensure all practitioners across ASC have an up to date awareness of Assistive Technology
- Ensure practice is in line with the councils Transforming Lives approach

Community Cohesion

If it is relevant to your area you should also consider the impact on community cohesion.

The proposals are underpinned by the intention to reform adult social care which will mean that there is a much stronger focus on supporting people within their community and this will have a positive impact on community cohesion

Version no.	Date	Updates / amendments	Author(s)
1.0	14.9.2016		L. Mynott

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area	Officer undertaking the assessment
CFA, Adult Social Care	Name: Linda Mynott

Proposal being assessed		Job Title: Head of Disability Services Contact details: 01480 373252 Date completed: 13.09.16 Date approved: 29.11.2016
Securing appropriate Continuing Healthcare Funding for people with physical disabilities and ongoing health needs		
Business Plan Proposal Number (if relevant)	A/R.6.112	
Aims and Objectives of the Service or Function affected		
Physical Disability and Adult & Autism Team practitioners will identify health needs as part of their assessment process.		
What is the proposal?		
Careful consideration of the needs of people with complex needs to identify where these needs meet the criteria for Continuing Healthcare and full funding by the NHS. Physical Disability and Adult & Autism Team will continue to identify health needs as part of their assessment process. Applying for joint or full health funding where appropriate. Managers of the services will ensure that all practitioners in the teams receive Continuing Health Care training and build relationships with relevant health partners.		
Who will be affected by this proposal?		
Service users in receipt of full Continuing Health Care will no longer be required to contribute financially towards their support. The responsibility for the provision of their support will transfer from the local authority to health.		
What positive impacts are anticipated from this proposal?		
Services users will receive the appropriate level of health funding to support their care needs and those in receipt of full Continuing Health Care will no longer be required to contribute towards to care. Increased health funding will reduce demand on the Physical Disability and Adult and Autism Service budgets.		
What negative impacts are anticipated from this proposal?		
No foreseeable negatives		
Are there other impacts which are more neutral?		
No		

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	13.9.2016		L.Mynott

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area	Officer undertaking the assessment
CFA, Adult Social Care	Name: Linda Mynott
Proposal being assessed	

Specialist Support for Adults with Autism to increase their independence		Job Title: Head of Disability Services
		Contact details: 01480 373252
Business Plan Proposal Number (if relevant)	A/R.6.113	Date completed: 13.09.16
		Date approved: 23.9.2016
Aims and Objectives of the Service or Function affected		
<p>The Adult and Autism Team was created in April 2014 to meet the needs of Vulnerable Adults who do meet access criteria for Learning Disability Partnership, Physical Disability or Mental Health Services.</p> <p>The team consists of a Senior Social Worker, 1.5 Social Workers and 1.5 Adult Support Co-ordinators. The Team is managed by a 0.5 hr Service Manager and 0.5 hr Team Manager.</p> <p>Referrals to the team come through transition from Children's Services and the Contact Centre. Whilst the majority of people who present to the service are on the Autistic Spectrum the team support people with a variety of other vulnerabilities.</p> <p>In recognition that people on the Autistic Spectrum benefit from occasional assistance during an unplanned event or crisis, a preventative service was commissioned from the National Autistic Society (NAS) to provide 1:1 support through 2 x 0.8 hr Support Workers, working across the County. NAS has the benefit of being co-located with CLAS, the Adult Autistic Spectrum Disorder Diagnosis Centre and importantly people are able to self-refer. The work of the NAS support workers spans offering information and advice on diagnosis, assistance (can be re-occurring) during a crisis or unplanned event and one to one short/medium term goal focused support.</p>		
What is the proposal?		
<p>It is recognised that the support offered by NAS is not sufficient to cope with developing demands, in particular the 1:1 support. As it has not yet been possible to determine future commissioning arrangements for people on the Autistic Spectrum, or other vulnerabilities. Investment C/R.5.301</p> <p>The proposal is the recruitment of two full time Support Workers for a twelve month period to work with service users to develop skills and access opportunities such as training or employment that would reduce the need for social care support.</p> <p>The introduction of 2 x full time equivalent Council Support Workers, who would sit with the Adult & Autism Team for a fixed term period of 12 months. The workers will provide short/medium goal focused intervention, assisting people to maximise their independence and reducing the need for ongoing statutory support.</p> <p>The work of the 'in house' Support Workers will be monitored and evaluated to inform future commissioning arrangements.</p>		
Who will be affected by this proposal?		
<p>Recruitment of 2 full time Support Workers for a 24 month period to work with service users to develop skills and access opportunities such as training or employment that would reduce the need for social care support.</p> <p>The proposal will affect people on the Autistic Spectrum and Vulnerable Adults who do meet access criteria for Learning Disability Partnership, Physical Disability or Mental Health Services and are deemed to meet eligibility criteria.</p>		
What positive impacts are anticipated from this proposal?		

Increased independence and wellbeing for people using the service.
Financial savings for Cambridgeshire County Council.
Assisting with monitoring and evaluating current and future need.

What negative impacts are anticipated from this proposal?

Existing service users may need to adjust to a change in the way that support is provided; working to towards greater independence.

Are there other impacts which are more neutral?

No

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	X
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

This proposal directly affects people on the Autistic Spectrum and Vulnerable Adults who meet the eligibility criteria for services; the impact will be a positive one

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	13.9.2016		L.Mynott

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area	Officer undertaking the assessment
CFA, Adult Social Care	

		Name: Tracy Gurney
Service / Document / Function being assessed		Job Title: Head of The Learning Disability Partnership
Increasing independence and resilience when meeting the needs of people with learning disabilities		Contact details: 01223 714692
Transforming in-house learning disabilities services		Date completed: 19.09.16
		Date approved: 23.9.2016
Business Plan Proposal Number (if relevant)	A/R.6.114, A/R.6.122	
Aims and Objectives of Service / Document / Function		
<p>The Learning Disability Service (LDP) in the context of the Transforming Lives model will focus on maintaining and increasing independence and the use of community resources and family networks where these are able to meet a person's needs. Through this work we will reduce dependence on and provision of ongoing social care services. For those people who receive social care services, the Teams will ensure that eligible needs are met in the most cost effective way possible. This approach will include the expectation that people will pay for chosen activities where the specific activity is a choice rather than the only way that eligible needs can be met, that where possible assistive technology will be used to promote independence and reduce demand on social care services, particularly staffing.</p>		
What is changing?		
Where relevant, consider including: how the service/document/function will be implemented; what factors could contribute to or detract from this; how many people with protected characteristics are potentially impacted upon; who the main stakeholders are; and, details of any previous or planned consultation/engagement to inform the CIA.		
<p>The focus will be on helping individuals be independent and resilient through the Transforming Lives initiative, together with policies approved by Adults Committee in 2016. Care and support will focus on developing skills and opportunities, wherever possible, to increase independence. In the short term this may include more intensive support in order to reduce reliance on social care support in the longer term.</p> <p>We will review and make necessary changes to in house services focussed on ensuring that resource is appropriately targeted to provide intensive short term support aimed at increasing independence. We will also identify where we can work with the independent sector to provide for assessed needs in a different way and so consider ending any service that is underutilised. We will continue to provide a respite function both as a day provision and an overnight provision and will ensure that this is appropriately staffed and is cost effective.</p> <p>The funding for the LDP operates a pooled budget bringing together through a section 75 arrangement health and social care funding. Whilst the budget proposals relate to the CCC element of funding it is necessary to maintain the agreed financial contribution to the pool and therefore the LDP service needs to make an additional 20% saving to that outlined in the CCC financial tables.</p> <p>The integrated Learning Disability Teams and in-house providers services will reduce expenditure on ongoing health and social care services through:</p> <ul style="list-style-type: none"> • Ensuring people have access to accessible information and advice to help them themselves • Ensuring people have access to support when they need it to assist them through unstable periods/crisis in order to maintain independence. • Considering community resource and family or social network support before provision of statutory support • Using local resources to avoid or reduce the need for transport • Setting progressive goals to increase/regain independence to negate or reduce the need for ongoing support • Supporting carers through the model of carers support • Increased use of mobile technology for practitioners, saving time and travel expense • Increased use of Assistive Technology to increase independence and reduce the need for staffing where assessed risks allow. • Working with CYPS to embed the principles of increasing independence in life skills alongside educational attainment in preparation for greater independence in adulthood therefore reducing need for services over a person's lifetime. 		

- Ensuring that eligible needs are met in the most cost effective way possible,
- An acceptance of greater levels of risk where services are meeting needs but not going beyond this to cover situations that might arise e.g. temporary changes in condition
- Expectation that people pay for activities that are their choice rather than specifically required to meet assessed eligible needs.
- Reducing the number of activities in care packages that are related to social inclusion where a person already attends education / community groups or lives with others.
- Expectation that where 24 hour care and support is funded that providers will be expected to meet social inclusion and activity needs within that funding.
- Accepting a higher degree of risk within care packages by withdrawing aspects that are currently in place to mitigate likelihood of a situation occurring rather than actual risk.
- Identifying where people attend activities / services with one to one support and where possible commission shared support in these situations which will be more cost effective. This will include identifying opportunities for activities which meet assessed needs being provided more cost effectively in groups rather than individually.
- Review of current performance delivery and capacity of in house services to ensure this is as cost effective as possible. This will include a review of staffing structure and use of agency and relief staff.
- Consider any scope for rationalisation of in house respite services with independent sector providers.

In addition practitioners will continue to:

- Work closely with partners; health, voluntary orgs
- Focus on people placed out of county or in high cost placements and establish new more cost effective provisions within county.
- Use assistive technology to reduce the need for care staff particularly waking night staff.
- Meet the requirements of the winterbourne concordat and transforming care agenda.
- Only commission single person services where this is an assessed eligible need.

Investment C/R.5.307

Who is involved in this impact assessment?

e.g. Council officers, partners, service users and community representatives.

Council Officers

What will the impact be?

Tick to indicate if the expected impact on each of the following protected characteristics is positive, neutral or negative.

Impact	Positive	Neutral	Negative
Age			X
Disability			X
Gender reassignment		X	
Marriage and civil partnership		X	
Pregnancy and maternity		X	
Race		x	

Impact	Positive	Neutral	Negative
Religion or belief		X	
Sex		X	
Sexual orientation		X	
The following additional characteristics can be significant in areas of Cambridgeshire.			
Rural isolation			X
Deprivation		X	

For each of the above characteristics where there is a positive, negative and / or neutral impact, please provide details, including evidence for this view. Consider whether the impact could be disproportionate on any particular protected characteristic. Describe the actions that will be taken to mitigate any negative impacts and how the actions are to be recorded and monitored. Describe any issues that may need to be addressed or opportunities that may arise.

Positive Impact

The service is only provided to people with specific needs that meet the national eligibility criteria for social care and so the positive impact of the changes will be focused on people with those “characteristics”.

- People will have access to the information and advice they need to help themselves and will be well supported at all levels to maximise their independence and to increase inclusion in their local communities
- Young people will be supported to maximise the skills needed for adulthood before reaching the age of 18.

Negative Impact

The service is only provided to people with specific needs that meet the national eligibility criteria for social care and so the negative impact of the changes will be focused on people with those “characteristics”.

- Where it is possible to meet only eligible needs within a reduced level of funding on the health and social care package this will be implemented and therefore it is anticipated that a number of people will have a change in their package and an associated reduction in their personal budget to fund that package.
- Choice will be informed and limited by the most cost effective way to meet assessed needs.
- Greater expectation on carers to continue to provide care and support may lead to more pressure on carers however carers have a right to their own assessment and care plan under The Care Act and their needs will be taken into account in this way.
- Expectations on independent sector providers to meet needs around social inclusion and activity within their funding to a greater extent than is expected currently.
- Greater expectation on community resources to help meet the needs of those with a Learning Disability in their local area. Some areas of the county are currently in a better position than others to do this.

Neutral Impact

The characteristics where the impact is deemed as neutral are those which are not relevant as no distinction is made when delivering the service.

Issues or Opportunities that may need to be addressed

- Ensure resources in local communities are accessible to people with learning disabilities though teams working proactively and having a presence in those communities.
- Ensure practitioners have knowledge and promote the use of assistive technology
- Availability of mobile technology for staff
- Work with partner agencies/organisations to increase local opportunities/activities for people with a disability
- Ensure that information, advice and guidance is accessible for all across the county
- Services in place that support progression/maximising independence
- Ensure that the service/personal budget offered is sufficient to meet eligible needs in the most cost effective way

Community Cohesion

If it is relevant to your area you should also consider the impact on community cohesion.

The proposals are underpinned by the intention to reform adult social care which will mean that there is a much stronger focus on supporting people within their community and this will have a positive impact on community cohesion

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	19.9.2016		T.Gurney

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COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
CFA, Adult Social Care		Name: Tracy Gurney Job Title: Head of The Learning Disability Partnership Contact details: 01223 714692 Date completed: 19.09.16 Date approved: 23.9.2016
Service / Document / Function being assessed		
Retendering for residential and supported living care for people with learning disabilities		
Business Plan		

Proposal Number (if relevant)	A/R.6.115	
Aims and Objectives of Service / Document / Function		
<p>The Learning Disability Partnership commissions a number of services from private and voluntary sector providers in response to the assessed eligible needs of individuals. These arrangements are through a number of framework contracts including those for 'residential and nursing' and 'supported living' the current framework contract for these services is due to expire on 31.3.16 with an option to extend for a further year. The framework contracts ensure legal arrangements with providers and clear specifications for quality of the services to be provided. Currently fees set weekly for residential and nursing care and hourly for supported living.</p>		
What is changing?		
<p>Where relevant, consider including: how the service/document/function will be implemented; what factors could contribute to or detract from this; how many people with protected characteristics are potentially impacted upon; who the main stakeholders are; and, details of any previous or planned consultation/engagement to inform the CIA.</p>		
<p>Contracts will be retendered in 2017-18 with the intention of reducing the unit cost of care. We have the opportunity to re-tender for services with clear parameters around price, imposing a ceiling price for Residential, nursing and Supported Living Services. Ceiling prices will be identified through in-depth analysis of current spend and current contract prices to identify a ceiling price for these services.</p> <p>Pricing schedules will require providers to breakdown their costs and in particular staff pay to assist in inflation related fee increases and negotiations linked to National Living wage in the future.</p> <p>Regional Terms and Conditions will also be adopted for Residential services. This will enable Cambridgeshire to both contribute to regional data and rely on regional data from other Local Authorities, credit agencies and CQC (Care Quality Commission) collated at a regional level.</p> <p><u>Who will be affected:</u></p> <p>Impact on the market – consultation with providers about fee structure and service specification to encourage applications, competition, and choice for service users. Support will also be offered to providers to undertake the process to improve successful bids and range of services available to meet need.</p> <p>Consultation with Service User groups</p> <p>Resources are required to facilitate the tender and require support from LDP, ART, procurement colleagues and project support (specifically Business Analyst)</p> <p>High resource demand on providers to complete tender</p> <p>Unsuccessful providers where service users in placement - impact on individuals using the services will be managed based on risk and support to improve/meet specification where appropriate.</p>		
Who is involved in this impact assessment?		
e.g. Council officers, partners, service users and community representatives.		
Council Officers		

What will the impact be?

Tick to indicate if the expected impact on each of the following protected characteristics is positive, neutral or negative.

Impact	Positive	Neutral	Negative
Age		X	
Disability			X
Gender reassignment		X	
Marriage and civil partnership		X	
Pregnancy and maternity		X	

Race		X	
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Impact	Positive	Neutral	Negative
Religion or belief		X	

Sex		X	
Sexual orientation		X	
The following additional characteristics can be significant in areas of Cambridgeshire.			

Rural isolation			X
Deprivation		X	

For each of the above characteristics where there is a positive, negative and / or neutral impact, please provide details, including evidence for this view. Consider whether the impact could be disproportionate on any particular protected characteristic. Describe the actions that will be taken to mitigate any negative impacts and how the actions are to be recorded and monitored. Describe any issues that may need to be addressed or opportunities that may arise.

<p>Positive Impact</p> <p>The service is only provided to people with specific needs that meet the national eligibility criteria for social care and so the positive impact of the changes will be focused on people with those “characteristics”.</p> <p>This work will aim to achieve efficiencies in services without impacting on the service that an individual receives to meet their assessed and eligible needs.</p> <p>This also gives an opportunity to strengthen the requirements the service has around the service to be delivered through a revision of the service specifications for example to include outcome focused work and the need to facilitate independence.</p> <p>It is intended that we will gain improved information about pricing structure and staff pay to inform future fee increase requests.</p> <p>We will be able to have greater collaboration with regional processes and data in relation to these services.</p>
<p>Negative Impact</p> <p>The service is only provided to people with specific needs that meet the national eligibility criteria for social care and so the negative impact of the changes will be focused on people with those “characteristics”.</p> <p>There is a possibility that should providers of existing services be unsuccessful through the retender process then this may mean a change in provider for service users potentially meaning a change in staff team or in the worst case scenario where they live. Work will be undertaken with providers in this situation to appropriately manage any risk which will include in the first instance support to improve / meet the specification where this is appropriate.</p>
<p>Neutral Impact</p> <p>The characteristics where the impact is deemed as neutral are those which are not relevant as no distinction is made when delivering the service.</p>
<p>Issues or Opportunities that may need to be addressed</p> <p>Capacity within CCC to manage the resource intensive procurement process.</p>

Community Cohesion

If it is relevant to your area you should also consider the impact on community cohesion.

The proposals are underpinned by the intention to reform adult social care which will mean that there is a much stronger focus on supporting people within their community and this will have a positive impact on community cohesion

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Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	19.9.2016		T.Gurney

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
CFA, Adult Social Care		Name: Andy Mailer
Proposal being assessed		Job Title: Strategy Manager
Using assistive technology to help people with learning disabilities live and be safe more independently without the need for 24 hrs or overnight care		Contact details: 01223 715 699
Business Plan Proposal Number (if relevant)	A/R.6.116	Date completed: 20 th September 2016
Date approved: 23.9.2016		
Aims and Objectives of the Service or Function affected		
The LDP has an established changed programme focussed on the increased use of assistive technology to reduce		

the need for a range of night time care arrangements. The programme involves a small team of occupational therapy and assistive technology specialists reviewing eligible cases to identify alternative solutions that will support safe and independent living, without the need for 24 hour / night time support.

What is the proposal?

New and existing care packages will be reviewed by specialist Assistive Technology and Occupational Therapy staff to identify appropriate equipment which could help disabled people to be safe and live more independently. In particular we will seek to mitigate the need for support when people wake in the night.

The programme has a proven track record of meeting needs while delivering savings over the last 3 years. Scope still exists for further savings by applying assistive technology to remaining services users and projects. These savings form a part of the overall care budget savings within the Learning Disability Partnership and are primarily driven by reducing the requirement for forms of night-time support. Investment C/R.5.302.

It is proposed that night staff levels and community hours are assessed using assistive technology to ensure that commissioned staffing levels are appropriate to the service user and reflect what they actually use and need.

Occupational Therapists will enable independence by teaching daily living skills, recommending aids, technology & adaptations, so that people are more independent and therefore less reliant on paid staff. Service users are then able to move on to the next stage of more independent living.

Dual trained learning disability Occupational Therapists and Assistive Technologists will provide report on the persons individual care needs and set out a series of recommendations for implementation that will support and assist the person to live safely and independently. The report will be provided to the LDP team managers and care managers to implement through changes to the persons care package.

All cases will be reviewed quarterly with the service and business development manager to ensure they remain appropriate to the needs of the individual. Changes will be identified and made as appropriate to ensure the safety of the individual.

Who will be affected by this proposal?

This proposal will impact on all identified residents with a learning disability who meet eligibility for care and support under the Care Act 2014.

What positive impacts are anticipated from this proposal?

Health & Wellbeing

- Improved quality of life, dignity and well-being for service users
- Promotion of as much independence as possible for people who, otherwise, have very complex needs
- Service users are able to live well and to remain as independent as possible
- People at risk of harm are kept safe
- People able to live in a safe environment
- People live a healthy lifestyle and stay healthy for longer
- People have better access to specialist assessment and provision of equipment that best meets their needs

Finance

- To bring additional savings and avoided costs to the County

What negative impacts are anticipated from this proposal?

The service is only provided to people with specific needs that meet the national eligibility criteria for social care and so the negative impact of the changes will be focused on people with those "characteristics".

The County Council has an existing policy of meeting need in the most effective way, whilst making best use of available resource. The policy states:

The concept of “meeting needs” is intended to be broader than a duty to provide or arrange a particular service. Because a person’s needs are specific to them, there are many ways in which their needs can be met.

The way that eligible needs are met can change over time as new and innovative ways of working are developed and examples of national and local best practice are shared and adopted across the county. The Council will take decisions on a case by- case basis and will balance assessed risk against the total costs of different potential options for meeting needs, and will include cost as a relevant factor in deciding between suitable alternative options for meeting needs. This does not mean choosing the cheapest option; but the one which delivers the outcomes desired for the best value. As a consequence, the way that needs are being met can change over time.

The Council fully recognises that changes to individual care packages can be unsettling and the team is highly skilled at supporting the service user and their family through the period of change.

Are there other impacts which are more neutral?

N/A

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	

Sexual orientation	
Rural isolation	

Deprivation	
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Details of Disproportionate Impacts on protected characteristics and how these will be addressed
N/A

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	20.9.2016		Andy Mailer

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
CFA, Adult Social Care		Name: Tracy Gurney Job Title: Head of The Learning Disability Partnership Contact details: 01223 714692 Date completed: 19.09.16 Date approved: 23.9.2016
Service / Document / Function being assessed		
Developing new learning disability care models in Cambridgeshire to reduce the reliance on out of county placements		
Business Plan Proposal Number (if relevant)	A/R.6.117	
Aims and Objectives of Service / Document / Function		
The Learning Disability Partnership has commissioned a number of specialists out of area placements within recent financial years due to the immediate need to meet people's assessed eligible needs and specialist health needs, these placements due to their specialist nature tend to be at a high cost.		

The objective of the business case linked to this assessment is to:

1. Analysis and understanding of the drivers for expensive health and social care placements being made out of area and what would be needed locally to prevent this taking place both in the market and as an LDP service provision.
2. Analysis and understanding of existing local market (health and social care) and how this might be better utilised to prevent out of area placements.
3. Development of specifications and a tendering process for any new provisions identified as not currently being available locally or where it is available is at capacity and demand exceeds this.
4. A project to relocate identified individuals into the existing or developed local provision.
5. Analysis and understanding of respite provision in children's services where a high number of respite nights helps to maintain a families caring role and therefore avoid more expensive 24 hour provision

What is changing?

Where relevant, consider including: how the service/document/function will be implemented; what factors could contribute to or detract from this; how many people with protected characteristics are potentially impacted upon; who the main stakeholders are; and, details of any previous or planned consultation/engagement to inform the CIA.

This work will entail a review of the most expensive out-of-county placements to inform the development of the most cost-effective ways of meeting needs by commissioning new services within county. In particular we know we will need to develop additional in-county provision with the expertise to manage behaviours that may be challenging. By replacing high cost out of county placements with new in-county provision tailored to our needs we will reduce overall expenditure on care placements.

These savings are predicated on the assumption that a reduction made in out of area placements can be achieved and that a local provision could be provided which is more cost effective. It also assumes that the provision of additional respite capacity will maintain a family's ability to care and prevent or delay the need for more expensive 24 hour provision. There would be no savings attached to this as this is a demand management approach to delay or avoid increased costs for as long as possible.

Commissioning capacity has been identified from within the service including through the appointment of an interim senior manager to carry out the analysis work around drivers for out of area placements, the current market and identifying the types of services that need to be developed locally. This will be done working jointly with consultants V4

Where capacity is identified in existing local provision it is anticipated that where this would be a more cost effective option people would be able to move to these within year giving a part year effect saving and a project to achieve this will be put in place. This is yet to be scoped.

Where it is identified that there is a need for new local specialist provisions to achieve this then the likely lead in time would mean a savings are more likely to be realised in 2018/19 as any new provider would need to identify and adapt property (or build) as well as recruit and train a skilled staff team. The work in 2017/18 would focus on the development of specifications and tendering.

Work to scope the potential development of an existing in house service has already been carried out and demonstrates that the current usage of the respite care service has been filling a vital gap in meeting unplanned emergency placements with the risk that this then limits the capacity for provision of mainstream non-emergency respite which is a critical service in helping carers to maintain their caring role.

The current performance data shows that 56% of respite care occupancy over the past twelve months has been through emergency placements, with some very long stay placements (over three months). The average emergency placement being at 63 nights in the respite provisions, this is longer in the alternative option of assessment and treatment flats.

The proposal is therefore to develop a service to accommodate the need for emergency placements in county where a hospital admission is not required. There is demand from all five LDP locality teams for a good quality residential service that is ready and able to respond, often at short notice, to LDP service user accommodation and support needs which could include assessment to inform future commissioning requirements for an individual.

In addition analysis of the provision of respite provision in children's services will be undertaken where this is operating as a shared care model and prevents the need for full time care and helps to maintain young adults in their family home for as long as this is appropriate. Once the demand for this is fully understood work will be undertaken to develop the respite provision/ capacity available locally to better meet this need and replicate the model in children's services. Currently the existing respite provision in the LDP is struggling to absorb this demand and there is a risk that the level of demand would prevent others accessing this valuable service and therefore risk the breakdown of other family care situations.

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Who is involved in this impact assessment? e.g. Council officers, partners, service users and community representatives.
Council Officers

What will the impact be?

Tick to indicate if the expected impact on each of the following protected characteristics is positive, neutral or negative.

Impact	Positive	Neutral	Negative
Age		X	
Disability			X
Gender reassignment		X	
Marriage and civil partnership		X	
Pregnancy and maternity		X	
Race		x	

Impact	Positive	Neutral	Negative
Religion or belief		X	
Sex		X	
Sexual orientation		X	
The following additional characteristics can be significant in areas of Cambridgeshire.			
Rural isolation			X
Deprivation		X	

For each of the above characteristics where there is a positive, negative and / or neutral impact, please provide details, including evidence for this view. Consider whether the impact could be disproportionate on any particular protected characteristic. Describe the actions that will be taken to mitigate any negative impacts and how the actions are to be recorded and monitored. Describe any issues that may need to be addressed or opportunities that may arise.

Positive Impact

The service is only provided to people with specific needs that meet the national eligibility criteria for social care and so the positive impact of the changes will be focused on people with those "characteristics".

- People will have the opportunity to access existing or newly developed provisions locally which would meet their needs and may be closer to family and friends as well as access to local community team professionals.
- There will be more local provision / capacity available to manage emerging needs and prevent escalation of these to the point that an out of area placement is required.
- There will be additional respite capacity to manage situations where a high level of provision maintains a person in their family home and prevents or delays the need for twenty four hour support.

Negative Impact

The service is only provided to people with specific needs that meet the national eligibility criteria for social care and so the negative impact of the changes will be focused on people with those “characteristics”. The County Council has an existing policy of providing services locally where ever possible. In analysing the drivers for out of area placements and developing the local market to better meet needs locally there are a number of people who will be approached to move to alternate in county provision. Where for some this would be seen a positive it is likely that some people or their families would not agree to this and in this case due process would need to be followed where appropriate including the mental capacity act.

Neutral Impact

The characteristics where the impact is deemed as neutral are those which are not relevant as no distinction is made when delivering the service.

Issues or Opportunities that may need to be addressed

The approach outlined in this business case fits well with the transforming care agenda aimed at preventing hospital admission where an alternative community provision could be used. Part of the local transforming care plan is to enhance the provision of the LDP locality teams which would again support this business case.

Community Cohesion

If it is relevant to your area you should also consider the impact on community cohesion.

The proposals are underpinned by the intention to reform adult social care which will mean that there is a much stronger focus on supporting people within their community and this will have a positive impact on community cohesion

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	19.9.2016		T.Gurney

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area	Officer undertaking the assessment
CFA, Adult Social Care	Name: Andy Mailer Job Title: Strategy Manager Contact details: 01223 715 699 Date completed: 20 th September 2016
Proposal being assessed	
Review of Health partner contributions to the Learning Disability Partnership	

Business Plan Proposal Number (if relevant)	A/R.6.118	Date approved: 23.9.2016
Aims and Objectives of the Service or Function affected		
<p>The Learning Disability Partnership (LDP) operates as an integrated health and social care service commissioned by Cambridgeshire County Council (CCC) and Cambridgeshire and Peterborough Clinical Commissioning Group (CPCCG) with the County Council being the lead commissioner.</p> <p>As part of this arrangement the service operates a fully pooled health and social care budget. The current budget is made up of 80% County council funding and 20% health funding and includes a risk share agreement based on these percentages.</p>		
What is the proposal?		
<p>Negotiating with NHS for additional funding through reviewing funding arrangements, with a focus on continuing healthcare and joint funded packages.</p> <p>It has been agreed with CPCCG that work will be undertaken to provide evidence on which a review of the level of contribution to the services budget will be based. Work already undertaken in 2016/17 would evidence that the contribution made by the CPCCG is lower than required.</p>		
Who will be affected by this proposal?		
<p>This proposal will impact on all identified residents with a learning disability who meet eligibility for care and support under the Care Act 2014.</p>		
What positive impacts are anticipated from this proposal?		
<p>The LDP will continue to support service user Health & Wellbeing, though the meeting of eligible need, including;</p> <ul style="list-style-type: none"> • Improved quality of life, dignity and well-being for service users • Promotion of as much independence as possible for people who, otherwise, have very complex needs • Service users are able to live well and to remain as independent as possible • People at risk of harm are kept safe • People able to live in a safe environment • People live a healthy lifestyle and stay healthy for longer • People have better access to specialist assessment and provision of equipment that best meets their needs 		
What negative impacts are anticipated from this proposal?		
None		
Are there other impacts which are more neutral?		
N/A		

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	
Impact	Tick if

	disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed
N/A

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	20 th Sept 2016		Andy Mailer

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area	Officer undertaking the assessment
CFA, Adult Social Care	Name: Claire Bruin
Proposal being assessed	Job Title: Service Director Adult Social Care
Managing the assessment of Deprivation of Liberty cases within reduced additional resources	Contact details: 01223 715665
	Date completed: 20-09-16.....

Business Plan Proposal Number (if relevant)	A/R.6.121	Date approved: 23.9.2016
Aims and Objectives of the Service or Function affected		
<p>The Deprivation of Liberty Safeguards (DOLS) was implemented in April 2009 to protect a group of people who are not able to give valid consent to their placements either in hospital or care home and that their care regime amounts to a deprivation of their liberty. At that time, government only estimated it could be as many as 50,000 of those admitted to care homes and 22,000 hospital in-patients – it was expected to mainly affect people with dementia, autism and learning disabilities and brain injuries.</p> <p>In March 2014 the House of Lords post-legislative scrutiny committee on the Mental Capacity Act (the “House of Lords committee”) published a report, which, amongst other matters, concluded that the DOLS were not “fit for purpose” and proposed their replacement. Following this, we also have the Supreme Court handing down a landmark judgment in the cases of P v Cheshire West and Another and P and Q v Surrey County Council [2014]. The impact of this is explained below.</p>		
What is the proposal?		
<p>The March 2014 Supreme Court judgement on Deprivation of Liberty requires councils to undertake a large number of new assessments, including applications to the Court of Protection.</p> <p>Funding was made available to increase capacity to undertake best interest assessments and process applications for DOLS. The national demand for staff who are trained as best interest assessors has meant that it has not been possible to deploy all the available funding in this way. This position is not expected to change, and so a saving has been identified against this budget</p> <p>The judgment also extended the application of Article 5 of the European Convention for Human Rights (ECHR) to those who live in their own homes (owned, rented, supported living or shared lives), and who lack the mental capacity to give valid consent as to where they should live or the level and type of care they need and are in receipt of publicly funded or publicly arranged care services. It also ruled that the person’s compliance or lack of objection to their placement, the purpose of it or the extent to which it enables them to live a relatively normal life for someone with their level of disability were all considered irrelevant to whether they were deprived of their liberty or not.</p> <p>This major change in the interpretation of the law has led to a very significant increase in the number of DOLS applications received by Local Authorities in England and Wales in their capacity as Supervisory Bodies. For example, Government figures show that there were a total of only 13, 000 DOLS applications in 2013/14. However, following the judgement, there were 119,500 applications in the first quarter of 14/15, with the number of applications increasing each quarter.</p> <p>Locally, the Council allocated £1,340K in 15/16 to meet the expected upsurge in referrals however due to the issues set out below, it was clear that not all of the allocation would be spent. Therefore, the business plan for 16/17 set out plans to reverse this investment by £540K in 16/17 and by £400K in 18/19. A review of the position has led to a revision of the reversal of £400K in 18/19. The revised proposal is to phase the reversal over two years, taking £100K in 17/18 and £300K in 18/19.</p> <p>Issues impacting on spend:</p> <ul style="list-style-type: none"> • Although we have seen a 10 fold increase in applications for DOLS, our ability to keep up with the demand for DOLS assessments has been hampered by an inability to recruit staff to carry out the assessments. • Independent Best Interest Assessors have been used to complement the staff employed by the Council but they are in high demand, with all Local Authorities trying to increase capacity. • The option of training more social workers to be Best Interest Assessors was considered but rejected because of the demands on the social work teams and the length of time (six months) that it takes staff away from their core role whilst they undertake the necessary training. <p>The cases waiting for authorisation are dealt with according to priority and the position is monitored on a regular basis by the MCA/DOLS management and development group which reports to the Safeguarding Adults Board.</p>		
Who will be affected by this proposal?		

The proposal covers all of Cambridgeshire.

Those affected are:

- people who are not able to give valid consent to their placements either in hospital or care home and that their care regime amounts to a deprivation of their liberty, and
- people who live in their own homes (owned, rented, supported living or shared lives), and who lack the mental capacity to give valid consent as to where they should live or the level and type of care they need and are in receipt of publicly funded or publicly arranged care services.

What positive impacts are anticipated from this proposal?

In its role of Supervisory Body for DOLS, the Council continues to maintain close oversight on all DOLS applications ensuring that these are dealt with according to priority and the position is monitored on a regular basis by the MCA/DOLS management and development group which reports to the Safeguarding Adults Board.

What negative impacts are anticipated from this proposal?

Prior to the Supreme Court's judgement, Cambridge County Council in its capacity as Supervisory Body ensured that the legal timescales to conduct DOLS' assessments were being adhered to. However, with the 10 fold increase in applications for DOLS following the Supreme Court's judgment, we no longer are in this position and have a waiting list for applications on our waiting list. The reversal of the investment agreed to manage the increase in DOLS applications, in itself, will not have a negative impact, but the lack of availability of Best Interest Assessors will continue to be an issue.

Are there other impacts which are more neutral?

NA

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	X

Disability	x
Gender reassignment	
Marriage and civil partnership	

Pregnancy and maternity	
Race	

Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Impact	Tick if disproportionate impact
Religion or belief	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

DOLS is specific to those older people and people with disabilities who

- are not able to give valid consent to their placements either in hospital or care home and that their care regime amounts to a deprivation of their liberty, and
- who live in their own homes (owned, rented, supported living or shared lives), and who lack the mental capacity to give valid consent as to where they should live or the level and type of care they need and are in receipt of publicly funded or publicly arranged care services.

The ongoing monitoring of the work to process applications for DOLS will help to mitigate the impact of the reversal of the allocation, but it is the lack of availability of Best Interest Assessors that is the most significant issue in being able to respond in a timely way to applications for DOLS.

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	20-09-16		C Bruin

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
CFA, Adult Social Care Services		Name: Louise Tranham.....
Service / Document / Function being assessed		Job Title: Contracts Manager, CFA.....
Rationalisation of housing related support contracts		Contact details: 01223 729139
Business Plan Proposal Number (if relevant)	A/R.6.123	Date completed: 29.9.2016
		Date approved: 23.9.2016
Aims and Objectives of Service / Document / Function		
To provide support to vulnerable households placed in temporary accommodation by local councils where a statutory homelessness duty exists. The support provided ensures that households in need of additional support are able to maintain their accommodation and link with other statutory and voluntary services. The intention is to		

reduce repeat homelessness, provide support to maintain accommodation and ensure residents maximise their income and benefit entitlement.

The accommodation based support is linked to the accommodation and is paid to the landlord. The support cannot continue after the resident has left.

What is changing?

Where relevant, consider including: how the service/document/function will be implemented; what factors could contribute to or detract from this; how many people with protected characteristics are potentially impacted upon; who the main stakeholders are; and, details of any previous or planned consultation/engagement to inform the CIA.

In 2016-17 we completed a review of contracted services which support individuals and families to maintain their housing. A contract was terminated in November 2016, with the full-year effect of the associated budget reduction affecting the 2017-18 year.

The funding for the accommodation based support contracts with Cambridge City Council (30 units) and Sanctuary Housing (8 units) will end on 31st March 2016. The funding for the Metropolitan Housing scheme (30 units) in Huntingdonshire will end at the end of the contract on 30th November 2016.

A full review has been carried out which identified that the support needs currently being met through these contracts can be met by linking in with the multi-disciplinary floating support providers in these areas.

The main stakeholders are the Service providers themselves and the district councils who make the referrals to the accommodation. These are clients who are owed an accommodation duty under the relevant homelessness legislation. Stakeholders were consulted as part of the service review and raised concerns about the support needs of residents living within the accommodation. However, it was decided that these support needs can adequately be met through an alternative model of floating support. Provided this is managed smoothly and the service can be accessed relatively quickly there should be little adverse impact on clients.

The provision of floating support will ensure that service users can continue to be supported by the support provider when they move into more settled accommodation whereas at the moment the support ends when they move out.

The government announcement last week does not effect this as the contract ends linked to the accommodation in Huntingdon and people who will receive support in the future will access it via the floating support contracts.

Who is involved in this impact assessment?

e.g. Council officers, partners, service users and community representatives.

Led by: Louise Tranham, CFA Contracts Manager

Supported by: Trish Reed, Interim Service Development Manager – Housing related support

Council officers involved: Alison Bourne/Louise Tranham, Contracts Manager

What will the impact be?

Tick to indicate if the expected impact on each of the following protected characteristics is positive, neutral or negative.

Impact	Positive	Neutral	Negative
Age		x	
Disability		x	
Gender reassignment		x	
Marriage and civil partnership		x	
Pregnancy and maternity		x	
Race		x	

Impact	Positive	Neutral	Negative
Religion or belief		x	
Sex		x	
Sexual orientation		x	
The following additional characteristics can be significant in areas of Cambridgeshire.			
Rural isolation		x	
Deprivation		x	

For each of the above characteristics where there is a positive, negative and / or neutral impact, please provide details, including evidence for this view. Consider whether the impact could be disproportionate on any particular

protected characteristic. Describe the actions that will be taken to mitigate any negative impacts and how the actions are to be recorded and monitored. Describe any issues that may need to be addressed or opportunities that may arise.

Positive Impact
None
Negative Impact
None
Neutral Impact
The service user's needs continue to be met through the delivery of the service in a different way. So while the provider of the support is no longer the landlord, the implementation plan for the change will ensure that the floating support provider is closely linked in with the accommodation provider, and has appropriate referral and assessment procedures in place to ensure that the service can be delivered in an effective way.
Issues or Opportunities that may need to be addressed
An implementation plan will be agreed with the relevant service providers and stakeholders to ensure a smooth transition to the new way of working at the appropriate time.

Community Cohesion

If it is relevant to your area you should also consider the impact on community cohesion.

Not applicable – the client group affected are homeless households living in temporary accommodation. This change does not impact on the wider community.

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	20/9/2016		L. Tranham

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
CFA, Adult Social Care Services		Name: Tracy Gurney Job Title: Head of The Learning Disability Partnership Contact details: 01223 714692 Date completed: 19.09.16 Date approved: 23.9.2016
Service / Document / Function being assessed		
Supporting young people with learning disabilities to live as independently as possible		
Business Plan Proposal Number (if relevant)	A/R.6.125	
Aims and Objectives of Service / Document / Function		
The Learning Disability service in the context of the Transforming Lives model will focus on maintaining and increasing independence and the use of community resources and family networks where these are able to meet a person's needs. Through this work we will reduce dependence on and provision of ongoing social care service.		
What is changing? Where relevant, consider including: how the service/document/function will be implemented; what factors could contribute to or detract from this; how many people with protected characteristics are potentially impacted upon; who the main stakeholders are; and, details of any previous or planned consultation/engagement to inform the CIA.		

This work has two elements which are focused on managing demand for long term funded services. 1. Work in children's services and in the Young Adults Team will ensure that young people transferring to the LDP will be expected to have less need for services. 2. Working proactively with people who are living at home with carers who are needing increased support to maintain their caring role for whatever reason. This work in children's services and in the Young Adult Team will ensure that young people transferring to the LDP will be expected to have less need for services. In addition, the Transforming Lives scheme will ensure that a wider range of family and community resources are used to help people meet their needs as well as promoting independence through short term funding, before considering long term provision

In the field of Learning Disability, there is less opportunity to respond to emerging need, because the person will have a range of needs since birth or early childhood and over 90% of new people accessing the LDP young adults team on reaching 18 will already be in receipt of a funded service. Once people are receiving a service from the LDP it is likely this will be needed for many years and in many cases to the end of their lives.

The collaborative working through the Preparing for Adulthood protocol, between Children's social care teams and the LDP young adult's team will ensure that eligible needs are met in the most cost effective way possible. This approach will include the expectation that people will pay for chosen activities where the specific activity is a choice rather than the only way that eligible needs can be met, that where possible assistive technology will be used to promote independence and reduce demand on social care services, particularly staffing. Working in this way, applying the transforming lives approach and the agreed policy lines will when an adult support plan is first developed or when emerging needs are identified once a plan is in place will reduce the cost of care and support plans.

Who is involved in this impact assessment?

e.g. Council officers, partners, service users and community representatives.

Council Officers

What will the impact be?

Tick to indicate if the expected impact on each of the following protected characteristics is positive, neutral or negative.

Impact	Positive	Neutral	Negative
Age			X
Disability			X
Gender reassignment		X	
Marriage and civil partnership		X	
Pregnancy and maternity		X	
Race		x	

Impact	Positive	Neutral	Negative
Religion or belief		X	
Sex		X	
Sexual orientation		X	
The following additional characteristics can be significant in areas of Cambridgeshire.			
Rural isolation			X
Deprivation		X	

For each of the above characteristics where there is a positive, negative and / or neutral impact, please provide details, including evidence for this view. Consider whether the impact could be disproportionate on any particular protected characteristic. Describe the actions that will be taken to mitigate any negative impacts and how the actions are to be recorded and monitored. Describe any issues that may need to be addressed or opportunities that may arise.

Positive Impact

The service is only provided to people with specific needs that meet the national eligibility criteria for social care and so the positive impact of the changes will be focused on people with those “characteristics”.

- People will have access to the information and advice they need to help themselves and will be well supported at all levels to maximise their independence and to increase inclusion in their local communities
- Young people will be supported to maximise the skills needed for adulthood before reaching the age of 18.
- Closer collaborative working between the LDP young adults’ team and Children’s social care practitioners under the Preparing for Adulthood Protocol will ensure that the move to adult services is as smooth as possible with the support plan changing at a time that is appropriate to the young person.

Negative Impact

The service is only provided to people with specific needs that meet the national eligibility criteria for social care and so the negative impact of the changes will be focused on people with those “characteristics”.

- Practitioners working with young adults in children’s social care services will work with individuals and families to devise an adult care and support plan with advice from the LDP young adults team as required. This may mean a change to people’s support or care provider although this will only be where necessary and will continue to ensure that eligible needs are met.
- For existing packages where it is possible to meet only eligible needs within a reduced level of funding on the health and social care package this will be implemented and therefore it is anticipated that a review some people will have a change in their package and an associated reduction in their personal budget to fund that package.
- Choice will be informed and limited by the most cost effective way to meet assessed needs.
- Greater expectation on carers to continue to provide care and support may lead to more pressure on carers however carers have a right to their own assessment and care plan under The Care Act and their needs will be taken into account in this way.
- Expectations on independent sector providers to meet needs around social inclusion and activity within their funding to a greater extent than is expected currently.
- Greater expectation on community resources to help meet the needs of those with a Learning Disability in their local area. Some areas of the county are currently in a better position than others to do this.

Neutral Impact

The characteristics where the impact is deemed as neutral are those which are not relevant as no distinction is made when delivering the service

Issues or Opportunities that may need to be addressed

- CFA has the opportunity to formally roll out the transforming lives approach in Children’s services
- Ensure resources in local communities are accessible to people with learning disabilities through teams working proactively and having a presence in those communities.
- Ensure practitioners have knowledge and work to the preparing for adulthood protocol.
- Ensure practitioners have knowledge and promote the use of assistive technology
- Availability of mobile technology for staff
- Work with partner agencies/organisations to increase local opportunities/activities for people with a disability
- Ensure that information, advice and guidance is accessible for all across the county
- Services in place that support progression/maximising independence
- Ensure that the service/personal budget offered is sufficient to meet eligible needs in the most cost effective way

Community Cohesion

If it is relevant to your area you should also consider the impact on community cohesion.

The proposals are underpinned by the intention to reform adult social care which will mean that there is a much stronger focus on supporting people within their community and this will have a positive impact on community cohesion

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	19.9.2016		T.Gurney

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Older People and Mental Health		Name: Fiona Davies
Proposal being assessed		Job Title: Interim Head of MH (CCC and PCC)
Promoting independence and recovery and keep people within their homes by providing care closer to home and making best use of resources for adults and older people with mental health needs		Contact details: 07720 531347
Date completed: 17.11.16		Date approved: 29.11.2016
Business Plan Proposal Number (if relevant)	A/R.6.132	
Aims and Objectives of the Service or Function affected		
<p>The Council Transforming Lives Strategy aims to ensure that people are supported to recover and regain their lives, living as independently as they are able – with or without support. The overall aim is to support people to live in their own homes for as long as possible. Where this is not possible, the aim is that they should be supported in residential settings where they are supported to maintain their independence for as long as possible. Admission to nursing homes should only be required where the individual has a significant/sever disability or illness which means that they cannot be cared for in less restrictive settings or settings where care and support is less intensive.</p>		
What is the proposal?		
<p>Reducing the cost of care plans for adults and older people with mental health needs will lead to savings. We aim to reduce residential and nursing care costs and increase the availability of support in the community.</p> <p>Social Care staff employed by Cambridgeshire and Peterborough Mental Health Foundation Trust have been working hard to achieve the outcomes identified above. They have had significant success in doing so with a</p>		

reduction in expenditure on care in care in homes for both adults and older adults, although for the latter group, this has resulted in a reduction in nursing home care packages but an increase in care packages in residential settings. This reflects the fact that these individuals are no longer able to live independently. However, they are able to live in less restrictive settings. Saving based on reducing in residential and nursing home care package numbers for adults of all ages at a rate consistent with the first half of 2016/17. The calculation takes account of an increase in residential care packages for older adults.

Who will be affected by this proposal?

Adults of all ages with mental health needs living in Cambridgeshire will be affected by this proposal.

What positive impacts are anticipated from this proposal?

Adults with mental health needs will be supported to recover and regain their independence. Some will be supported to move towards complete independence, perhaps securing work or other meaningful daytime occupation. Others will be supported on an ongoing basis but at reduced levels having been supported to maximise their independence.

Resources allocated to adults with mental health problems that are not currently being used will be reduced. The population of Cambridgeshire who access Council services will benefit from the improved outcomes and improved efficiencies. Excluded groups will benefit in that the efficiency will not have to be sought from other services that support them.

What negative impacts are anticipated from this proposal?

No negative impacts are anticipated from this proposal.

Are there other impacts which are more neutral?

There are no neutral benefits from this proposal.

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	✓
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

The population of Cambridgeshire, including adults with mental health needs, who access Council services will benefit from the improved efficiency as the efficiencies will not have to be sought from other Council commissioned services. Excluded groups will benefit in that the efficiency will not have to be identified from other services that support them.

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	17.11.16		Fiona Davies

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COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
LGSS Transactions		Name: Ashley Leduc
Proposal being assessed		Job Title: Service Delivery Manager
Increase in client contributions from improving frequency of re-assessment - older people & elderly mental health		Contact details: 07912 891860
Business Plan Proposal Number (if relevant)	A/R.6.134	Date completed: 12 th September 2016
Date approved: 23.9.2016		
Aims and Objectives of the Service or Function affected		
Previously, financial reassessments for people who are receiving council funded services in the community were completed on an ad hoc basis. This meant that financial contributions did not increase in line with uplifts to state benefits or new income and capital being received.		
What is the proposal?		

Older people and those receiving elderly mental health services are not always being financially reassessed every year. The council will therefore reassess all clients more regularly to ensure that the full contributions are being collected. This programme has begun in 2016-17 and will continue into 2017-18 to complete.

There are 2 things changing in terms of reassessing customers who receive community based services.

1. A temporary reassessment team is being created to reassess all the customers in the community who have not had an up to date financial assessment in the last 12 months. This will enable the Council to up to date their records and increase contributions based upon inflationary increases in their income which they have received since their last financial assessment. It also gives the Council the opportunity review all financial circumstances including allowances afforded for housing and disability costs.
2. All those customers who have received a financial assessment in the last 12 months will receive an automatic reassessment every April in line with increases to state benefits and private pensions. This will alleviate the need for the Financial Assessment team to manual reassess every 12 months and ensure that the Council can maximise financial contributions at the earliest possible point.

The aim of this work is so that the Council can ensure that the customer has an up to date financial assessment regularly. This will enable the Council to maximise income being generated and to ensure that the charge is fair. Investment C/R.5.312

Who will be affected by this proposal?

The proposal will affect all Adult Social Care customers across all of Cambridgeshire.

What positive impacts are anticipated from this proposal?

It is anticipated that income generation for the authority will be increased to the correct levels and will provide the Council the opportunity to identify those customers who have not maximised their benefit entitlement. The proposal also means that less staff time is being spent reassessing customers and can be better focussed on improving the customer experience.

What negative impacts are anticipated from this proposal?

Customer's financial contributions may increase which may mean that they feel additional financial pressure. This could lead to customer complaints and people refusing to pay their care invoices.

Are there other impacts which are more neutral?

Automatic reassessments are not always 100% accurate which can mean that customers have to contact us to provide correct information.

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed
Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	12.9.2016		A. Leduc

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Children, Families and Adults, Older People Service		Name: Jackie Galwey
Proposal being assessed		Job Title: Head of Operations - complex and long term Older People
Helping older people to take up their full benefits entitlements		Contact details: 01223 699332
Business Plan Proposal Number (if relevant)		Date completed: 21.9.2016
A/R.6.140		Date approved: 23.9.2016
Aims and Objectives of the Service or Function affected		

There is scope for additional income stemming from helping people to take up their full entitlement to benefits – in particular around attendance allowance. This could potentially provide a savings of -£45K for 2017/18

What is the proposal?

The council will work with service users to ensure that they receive the full benefits to which they are entitled. This is expected to increase service user contributions.

Who will be affected by this proposal?

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- Older People service users
- OP Social Care Teams
- Welfare Benefits team

What positive impacts are anticipated from this proposal?

Service users would receive all of their entitled benefits, which would then contribute towards their care. This would mean less finance pressures for the service user and savings for the Council.

What negative impacts are anticipated from this proposal?

There is no foreseeable negative impact to this proposal.

Are there other impacts which are more neutral?

Service users would still receive the same service

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	22.9.2016		T.Liu/J.Wilson
2.0	29.11.2016		J. Galwey

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
CFA, Older People and Mental Health Services		Name: Geoff Hinkins
Proposal being assessed		Job Title: Senior Integration Manager
Savings from Homecare: re-tendering of home care to develop the market through a number of best practice initiatives including the expansion of direct payments		Contact details: 01223 699679
		Date completed: 22 September 2016
		Date approved: 23.9.2016
Business Plan Proposal Number (if relevant)	A/R.6.143	
Aims and Objectives of the Service or Function affected		

This business case / transformation bid will focus specifically on the piloting of an alternative but complementary approach to home-based care that would seek to offer alternate solutions to traditional homecare - while still improving service user outcomes, promote independence, and realise savings to the Council. Specifically this approach would focus on personalised care delivered via micro-enterprises and personal assistants funded via direct payments as alternatives to traditional homecare.

What is the proposal?

This proposal will focus specifically on piloting an alternative but complementary approach to home-based care that would try and find alternative solutions to traditional homecare - whilst still improving outcomes for service users, promote independence, and achieve savings to the Council.
Through the tendering process for home care, the Council will engage potential providers within a price range consistent with achieving this saving.

Who will be affected by this proposal?

The work will affect older people who have eligible social care needs across the whole of Cambridgeshire. It may be taken forward in specific local areas but this is to be determined.

What positive impacts are anticipated from this proposal?

It is anticipated that this proposal will offer greater choice and control to service users, providing new ways of commissioning care that are more flexible and more closely suited to their individual needs.

What negative impacts are anticipated from this proposal?

No negative impacts are anticipated – people's eligible care needs will continue to be met; people will be able to choose whether or not they wish to take advantage of the new services.

Are there other impacts which are more neutral?

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	22/09/2016		Geoff Hinkins

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
CFA, Older People & Mental Health		Name: Diana Mackay
Proposal being assessed		Job Title: Service Development Manager
Using assistive technology to support older people to remain independent in their own homes		Contact details: Diana.mackay@cambridgeshire.gov.uk
Business Plan Proposal Number (if relevant)	A/R.6.145	Date completed: 20 th September 2016
		Date approved: 23.9.2016
Aims and Objectives of the Service or Function affected		
Older People's Services provide and commission preventative and ongoing care for older people in Cambridgeshire. The needs of older people are assessed and where care is required a plan is designed and is usually commissioned to provider organisations. Very broadly the care provided to older people with eligible needs can be categorised as either (a) domiciliary or community-based, where people live in their own homes and receive		

regular care visits and (b) residential care, where people move into a different care setting which might be a form of supported accommodation, a residential home or a nursing setting. Investment C/R.5.303.

Assistive Technology is used alongside the provision of care to help meet people's needs and to enable them to remain as independent as possible. The use and installation of technology in people's homes can help them to continue to live there and delay or avoid the need to move into residential care settings. 'Assistive Technology' can refer to a wide range of forms of technology and equipment used to help with communications, mobility, security, alarms, hygiene and to support people to complete daily tasks. It also sits alongside 'community equipment' which tends to refer to physical alterations to homes such as grab rails, hoists, locks and similar which again help adapt a home to make it possible for an elderly person to continue to live there.

For Older People the provision of assistive technology is led by the Assistive Technology Team (ATT) who undertake assessments, advise on appropriate technology, monitor its use and support the wider organisation to embed technology in care planning for service users.

This proposal relates to an expansion of assistive technology and how this might impact on the care provision described above.

What is the proposal?

The proposal is to invest in and expand the use of Just Checking (or similar) equipment to reduce spending in older people's services. As part of a social care assessment the equipment gives us a full report of a person's movements during a given period allowing us to test whether they are able to go about daily life (eating, washing, dressing, and going to the toilet) unaided and to check that overnight they are safe at home.

This full picture of a person's daily patterns and movements allows us to say with significantly more accuracy and confidence whether they can or cannot cope independently at home. This additional information and confidence would allow older people, their families and social workers to only make the decision to recommend a move into residential or nursing care where it is absolutely essential. In this way we can reduce care spending overall whilst ensuring we do make provision for those who cannot be independent in their own homes. We want to maximise the potential of assistive technology to help meet people's needs and to help them to remain as independent as possible for as long as possible. We are working to embed the use of assistive technology into our thinking and ways of working at every stage of the care journey. We are building on the existing arrangements and working to reach the point where every care plan for every person has technology embedded. We also want to ensure that technology is used preventatively as widely as possible for people well before they reach the point of requiring formal care.

For Older People's Services it is suggested that there is potential to achieve new savings by preventing or delaying the need for people to transition into residential care. The use of technology will also help ensure we reduce the expenditure on forms of overnight support in people's homes (e.g. sleep in or on-call support)

We also intend to link the expanded use of Just Checking equipment to the discharge process - it could potentially help us by supporting complex discharges, avoiding delays and reducing the cost of post-hospital care packages.

Who will be affected by this proposal?

The proposal would cover the whole of Cambridgeshire.

It will impact on older people (age over 65 and mainly aged over 80) and specifically those with eligible social care needs who are receiving domiciliary care in their own homes but where consideration is being given to the needs for them to move into a residential setting as they may be struggling to cope at home.

288 older people moved from domiciliary care to residential or nursing care during the 2015/16 financial year and the proposal assuming that in future years the same number would make this transition under a do nothing scenario. Broadly therefore we would estimate that the technology might be used for approximately this number of older people.

What positive impacts are anticipated from this proposal?

This is a savings proposal which reduces care costs to the local authority. It also delivers improved outcomes.

Helping older people to retain their independence and links to their communities for as long as possible has a significant positive impact on quality of life and wellbeing.

In particular we know that remaining in your own home improves your quality of life, dignity and well-being, it helps people continue to live an active and healthy lifestyle for longer, avoids isolation and has a significant benefit to mental and well as physical health.

Service user feedback consistently indicates that people would like to remain in their own homes and communities for as long as possible and that they highly value the links to their communities and friends which can be disrupted by a move into a full time care setting.

The equipment will also give social workers better information on which to base their judgements about whether people do need to move into care settings, identifying those people who can no longer cope at home and ensuring they do get the full time care they need. In this way it will improve the targeting of our interventions and help avoid crises.

What negative impacts are anticipated from this proposal?

Significant negative impacts are not anticipated.

Judgements about whether and when a person might need to move into a residential setting are complex and sensitive and can sometimes involve differences in opinion between the service user themselves, family members and social workers. This equipment should provide better information on which to base those discussions but potentially it might mean that social workers more regularly advocate for a person remaining in their own homes for longer which can put additional strain on family carers or family members who either may need to continue to provide support themselves or worry about their relative and their ability to cope without full time care. Usually a consensus is reached between all parties about what is in best interests but the potential for the use of this equipment to impact on those discussions should be noted.

Are there other impacts which are more neutral?

N/A

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	x

Disability	
Gender reassignment	

Marriage and civil partnership	
Pregnancy and maternity	
Race	

Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Impact	Tick if disproportionate impact
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Details of Disproportionate Impacts on protected characteristics and how these will be addressed
<p>This proposal only impacts on older people rather than the general population. These impacts are described in the earlier sections and are positive</p>

Version Control

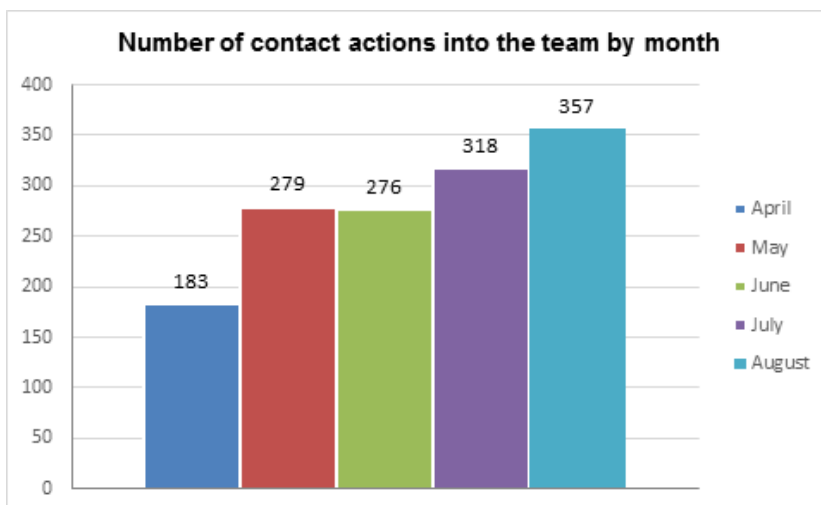
Version no.	Date	Updates / amendments	Author(s)
1.0	20/9/2016		James Wilson

COMMUNITY IMPACT ASSESSMENT

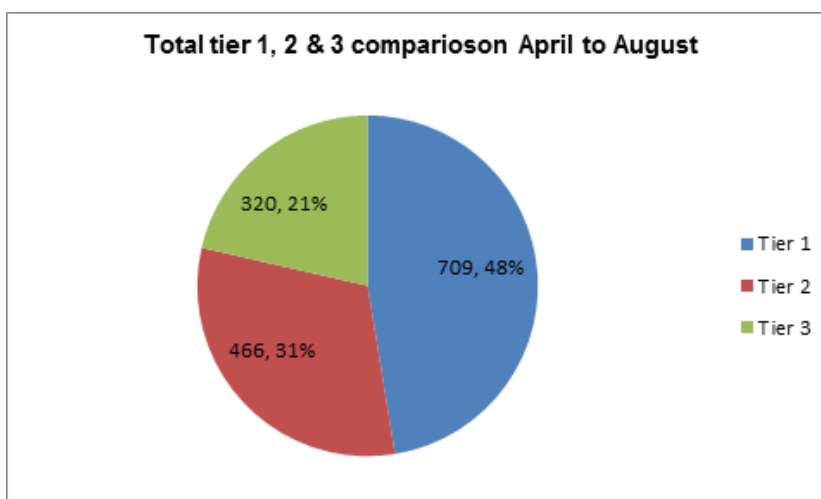
Directorate / Service Area		Officer undertaking the assessment
CFA, Adult Early Help		Name: Stuart Brown
Proposal being assessed		Job Title: Adult Early Help Manager.....
Expansion of the Adult Early Help Team to minimise the need for statutory care		Contact details: 01480 373251
Business Plan Proposal Number (if relevant)	A/R.6.146	Date completed: September 21 st , 2016
Date approved: 23.9.2016		
Aims and Objectives of the Service or Function affected		
<p>The Adult Early Help (AEH) team was established in April 2016 to provide an enhanced first response to people contacting the County Council with social care concerns. The team help people to retain independence, access services and advise on ways in which older people and their carers can organise help for themselves. The goal is to try to resolve issues without the need to wait for a formal assessment or care plan.</p> <p>Through either telephone support or through a face to face discussion, we hope to work with older people to find solutions without the need for further local authority involvement. The initial phase is already resulting in a reduced number of referrals to social care teams. This business case builds on the first phase and</p> <p>We carry out a proportionate, person centred and strength based assessment with a focus on improving the wellbeing and independence of our customers. We help our customers by providing responses that fall into 3 tiers:</p> <p>Tier 1 - Explore their natural support and local community based services, provide information and advice.</p> <p>Tier 2 – Referrals on to voluntary organisations, short term services such as reablement support, equipment provision through Occupational Therapists and assistive technology.</p>		

Tier 3 – Ensuring that those with the highest need receive the support of the long term care teams.

We have had 1413 contacts to the team from April to August with a clear progression of increasing contacts. It is anticipated that this trend will continue particularly as more professional learn about our service and refer people at an earlier stage for preventative support.



We measure the main outcomes from our work against the 3 tiers and this shows that we are achieving a 79% divergence from the Long Term teams. This does not take account of the divergence rate from reablement, by referring into this team we anticipate a high number will exit the service fully independent and the remaining who require long term care will present with a reduced level of need.



Phase 3 of the service will involve the team dealing with requests for increases to current care packages, unplanned reviews. It is anticipated that we will be able to reduce the number of cases requiring the increase and potentially reduce some overall packages by increasing the individuals' independence.

To this end we are currently recruiting to vacant posts on our original staffing model of 1 Team Manager, 1 Business Support Officer, 1 Senior Social Worker, 1 Senior Occupational Therapist, 2 Social Workers, 2 Occupational Therapists, 7 Adult Support Coordinators. Work is underway to analyse the potential volume of unplanned reviews to ensure this model is adequate. We anticipate that we will be reviewing these cases ahead of the new financial year. Savings should begin to show early 2017/18.

What is the proposal?

The Adult Early Help team was established in April 2016 to provide an enhanced first response to people contacting the County Council with social care concerns. The team help people to retain independence, access services and advise on ways in which older people and their carers can organise help for themselves. The goal is to try to resolve issues without the need to wait for a formal assessment or care plan.

Through either telephone support or through a face to face discussion, we hope to work with older people to find solutions without the need for further local authority involvement. The initial phase is already resulting in a reduced number of referrals to social care teams. This business case builds on the first phase and proposes continuing the expansion of the Adult Early Help team, so that the team is able to meet more of the need at tier 2, preventing further escalation of need and hence minimising care expenditure. This contributes further savings in 2017-18 as part of the care budget targets in Older People's Services.

The impact of Adult Early Help's work has already been demonstrated on the duty teams within the Older Persons locality teams and the Physical Disabilities team. It is anticipated that they will use these resources over the next few months to address any priority areas and beyond this we will be able to redeploy either resources or budget to Adult Early Help to facilitate the growth of the team.

We are beginning to actively promote the service to professionals including GP surgeries and as part of Public Health's Winter Warmth campaign 45,000 packs will be given out that contain the CCC Care and Support leaflet. It is anticipated that both steps will increase the number of referrals into the team for preventative support.

Further developments will be done gradually to ensure our resourcing levels remain right. It is anticipated that more services will be moved "upstream" from the locality teams and that we will continue to provide a responsive and proportionate service not only to reduce the demand on long term teams but also to improve the overall customer experience.

Who will be affected by this proposal?

Adult Early Help work specifically with older people and adults with physical disabilities or sensory impairments. However as we increase the preventative work that we do we are also likely to work with more customers who are not easily categorised. Examples of this may be people with learning difficulties and high functioning asperges syndrome and undiagnosed mental health conditions.

As such we will reach a wide audience and be well placed to support those other CCC services cannot.

What positive impacts are anticipated from this proposal?

We anticipate that as the Adult Early Help team expands its function to cover more areas of work we will improve the experience of customers by providing a timely and proportionate response. We meet CCC's duty under the care act to provide information and advice to all and support to those who most need it. We are well placed to assess both the cared for and carers.

As our overall aims are to increase independence, provide choices and control and empower people to make positive changes in their lives we will reduce the number of cases referred to long term care teams and prolong the need for others to access these services. The natural consequence of this will be reducing the number of new cases opening in the long term teams with a resulting reduction to the budget from new referrals. This needs to be balanced by the fact that as the population of Cambridgeshire ages grow so will the numbers needing long term care and as people live longer so will the number with complex needs who need long term care.

What negative impacts are anticipated from this proposal?

Adult Early Help will need to manage the expectations of customers in order to fulfil an effective role. A good example of this will be someone who calls for a social care assessment. By carrying out our own Community Action Plan we have carried out an assessment and will have a very clear indication of whether the customer has a qualifying social care need. It is possible that this could lead to some dissatisfaction.

Are there other impacts which are more neutral?

Feedback on the work of Adult Early help from professionals and customers has been positive so we do not anticipate any neutral impacts.

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and	

maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	

Sexual orientation	
Rural isolation	

Deprivation	
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Details of Disproportionate Impacts on protected characteristics and how these will be addressed
<p>As we are a county wide service we can potentially work with people with any of the characteristics and provide a positive response. As such we would not anticipate a disproportionate benefit or detriment to any of the groups.</p>

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	21/9/2016		Stuart Brown

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
CFA, Older People and Mental Health Services		Name: Geoff Hinkins
Proposal being assessed		Job Title: Senior Integration Manager
Administer Disabled Facilities Grant within reduced overhead costs		Contact details: 01223 699679
		Date completed: 19/09/2016
Business Plan Proposal Number (if relevant)	A/R.6.149	Date approved: 23.9.2016
Aims and Objectives of the Service or Function affected		
<p>The County Council currently makes an investment of £300k each year to support Home Improvement Agencies (HIAs); organisations that administer Disabled Facilities Grant on behalf of District Councils. Disabled Facilities Grants (DFG) are used to fund adaptations for people with a disability or other long term condition.</p> <p>The investment is used to subsidise the operations of the HIAs; the revenue is provided to District Councils. HIAs can also generate income from the DFG capital – they charge a fee as a percentage of the total cost of the adaptation.</p>		
What is the proposal?		

At present the County Council invests £300k into the Home Improvement Agencies, which oversee the Disabled Facilities Grants by each of the Districts. The County Council is working in partnership with the District Councils to reduce the cost of the administration of these services. There will be no reduction in the level of grant or service and the intention is to speed up the decision making process

The County's approach to DFG and the HIAs was subject to a review during 2016, which had three main recommendations:

- New services are needed that consider people's needs in context, including early conversations and planning for the longer term: services need to engage with people before they need an adaptation, and should encourage people to think about whether the accommodation they are living in is suitable for the longer term.
- Existing services will need to adapt to support a growing population: performance in many parts of the county is too slow in the delivery of DFGs. It is recommended that a 'fast track' for commonly requested small works be introduced and that a full review of existing processes and procedures is needed to speed up the DFG process.
- Funding arrangements across the system will need to change to support a shift in focus: the significant increase in capital funding offers new opportunities for the HIAs to generate more fees and become financially self-sustainable. HIAs are able to charge fees for the adaptation work that they undertake. This is often in the region of 15% of the cost of the work. HIAs that are dependent on fees as their sole source of income have a built in incentive to complete work quickly and in so doing increase the overall number of adaptations completed in the year. It is recommended that a proportion of existing revenue funding should be diverted to prevention and early intervention services in order to divert individuals from inappropriate adaptation work.

It is proposed that 50% of the current funding provided to HIAs by the County Council is removed in 2017/18; and that the County Council's Early Help service takes on some responsibility for advice on housing options. 50% of the revenue would be taken as a saving in 2017/18; with the remaining revenue funding reviewed in 2018/19.

Who will be affected by this proposal?

DFG funds adaptations to properties for people with a disability or long term condition, of any age.

What positive impacts are anticipated from this proposal?

The inclusion of additional early advice and support will ensure that more people are living in accommodation that is suitable to fulfil their long-term needs.

What negative impacts are anticipated from this proposal?

There is a risk that if the funding is not removed in a managed way, it may destabilise the HIAs, worsening services for people requiring an adaptation. However, the funding reduction will be phased over two years to minimise this risk.

Are there other impacts which are more neutral?

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

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Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	19/09/2016		Geoff Hinkins

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Older People and Mental Health		Name: Fiona Davies
Proposal being assessed		Job Title: Interim Head of MH (CCC and PCC)
Securing appropriate contributions from health to Section 117 Aftercare		Contact details: 07720 531347
Date completed: 17.11.16		
Business Plan Proposal Number (if relevant)	A/R.6.155	Date approved: 29.11.2016
Aims and Objectives of the Service or Function affected		
<p>Under Section 117 of the Mental Health Act, aftercare must be provided by health and social care services in the community for individuals who are likely to need services to support them in the community when they are discharged from hospital following detention under Sections 3 (for treatment), 37 (detention under a hospital order) and 47 and 48 (following transfer from prison) of the Mental Health Act.</p>		
What is the proposal?		

Careful consideration of the needs of people sectioned under the Mental Health Act to identify joint responsibility and ensure appropriate contributions by the council and the clinical commissioning group to section 117 aftercare. Negotiation is underway with Cambridgeshire and Peterborough CCG to ensure that funding is apportioned appropriately i.e. according to the balance of assessed health and social care needs of individuals entitled to Section 117 Aftercare. An estimate has been made of the benefit to the Council when negotiations have been completed. It is anticipated that 60% of the total saving to the Council will be recouped during 2017/18 with the additional 40% being recouped 2018/19. These timescales allow time for negotiations and a possible legal process that may follow to be completed.

Who will be affected by this proposal?

There will be no impact on adults with mental health problems living in Cambridgeshire who access services commissioned by the Council as the efficiency is transactional rather than being directly related to service delivery.

What positive impacts are anticipated from this proposal?

The population of Cambridgeshire who access Council services will benefit from the improved efficiency as efficiencies amounting to the sum identified will not have to be sought from other services where there may have been an impact on capacity and/or quality. Excluded groups will benefit in that the efficiency will not have to be sought from other services that support them.

What negative impacts are anticipated from this proposal?

There will be no negative impact on adults with mental health needs or the wider Cambridge population.

Are there other impacts which are more neutral?

There are no neutral impacts arising from this business case.

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	x
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

The population of Cambridgeshire, including adults with mental health needs, who access Council services will benefit from the improved efficiency as the efficiencies will not have to be sought from other Council commissioned services where there would have been an impact on capacity and/or quality. Excluded groups will benefit in that the efficiency will not have to be identified from other services that support them.

Version no.	Date	Updates / amendments	Author(s)
1.0	17.11.16		Fiona Davies

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
LGSS Transactions		Name: Ashley Leduc Job Title: Service Delivery Manager Contact details: 07912 891860 Date completed: 12 th September 2016 Date approved: 23.9.2016
Proposal being assessed		
Increase in income from Older People and Older People with Mental Health's client contributions from a change in Disability Related Expenditure		
Business Plan Proposal Number (if relevant)	A/R.6.157	
Aims and Objectives of the Service or Function affected		

For all customers who received Council funded support and receive a disability benefit, an allowance must be considered for Disability Related Expenditure (DRE). At present, CCC has a standard DRE allowance of £26 per week and this is for any customer who has a disability benefit but does not wish to provide a full breakdown and evidence of their DRE.

What is the proposal?

Following a comparative exercise, the Adults Committee agreed a change to the standard rate of disability related expenditure (DRE) during 2016. This means that additional income is being collected through client contributions. This line reflects the 'full-year' impact of this change, reflecting that the new standard rate is applied at the planned point of financial assessment or reassessment for each person.

The standard rate of DRE is reducing from £26 per week to £20 per week. This has already been implemented for new customers.

As part of the reassessment team project (A/R,6.156) customers who have previously been financially assessed with the standard DRE allowance of £26 will be reviewed and offered the opportunity to either select the new standard rate of £20 or have a personalised assessment. For customers who elect to have the new standard rate, they're contribution towards their care will increase by £6 per week. For customers who wish to have a personalised assessment, they will need to provide us with a full breakdown of their expenses including evidence. These cases would be then passed to a Social Work professional for approval.

Who will be affected by this proposal?

The proposal will affect all Adult Social Care customers across all of Cambridgeshire.

What positive impacts are anticipated from this proposal?

It is anticipated that income generation for the authority will increase as a result of this proposal. The standard rate of £26 was considered to be high in comparison to other authorities and therefore the reduction allows CCC to offer a standard rate in comparison to its statistical neighbours.

What negative impacts are anticipated from this proposal?

Customer's financial contributions may increase which may mean that they feel additional financial pressure. This could lead to customer complaints and people refusing to pay their care invoices. The reduction can also mean that more customers will request a personalised assessment which can cause delays in completing the assessment. Personalised assessments are more resource intensive so staff time will be negatively affected.

Are there other impacts which are more neutral?

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	19.9.2016		A. Leduc

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
CFA, Older people and mental health		Name: Jackie Galwey..... Job Title: Head of Operations , Older People Contact details: 07917174737 Date completed: 19.09.2016 Date approved: 23.9.2016
Proposal being assessed		
Efficiencies from the cost of transport for older people		
Business Plan Proposal Number (if relevant)	A/R 6.159	
Aims and Objectives of the Service or Function affected		
To review the 2016-17 costs of transporting older people to day services to with a view to reducing expenditure.		
What is the proposal?		

A preliminary analysis of the cost of transporting older people to day services indicated that there is potential to reduce this cost.

This will be done by reviewing the utilisation of the contracts funded from the Older People (OP) Locality team's budgets and spot purchases for transport made by these teams. This may involve looking at alternative transport options but the intention is that older people will still be able to access the day services that meet their needs.

Who will be affected by this proposal?

Savings can be made through close scrutiny of the expenditure on transport as part of care packages in Older People's Services to ensure that travel requirements are being met in as cost efficient a way as possible
Savings can be made through close scrutiny of the expenditure on transport as part of care packages in Older People's Services to ensure that travel requirements are being met in as cost efficient a way as possible

What positive impacts are anticipated from this proposal?

The outcome of the proposal; will be impact neutral in that there is no intention to limit access to day services or expect older people to use alternative transport solutions that are not appropriate for them.

What negative impacts are anticipated from this proposal?

NA

Are there other impacts which are more neutral?

NA

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate
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	impact
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Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

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Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	19.09.2016		J Galwey

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
CFA, Older People and Mental Health Services		Name: Richard O'Driscoll Job Title: Head of Service Development Contact details: 01223 729186 Date completed: 30/9/2016 Date approved: 23.9.2016
Proposal being assessed		
Ensuring joint health and social care funding arrangements for older people are appropriate		
Business Plan Proposal Number (if relevant)	A/R.6.160	
Aims and Objectives of the Service or Function affected		
This proposal relates to Older People's Services which provide care and support for people with eligible social care needs who are over the age of 65.		
What is the proposal?		

We have been working with NHS colleagues to review continuing health care arrangements including joint funding, with a view to ensuring that the decision making process is transparent and we are clearer about funding responsibility between social care and the NHS when someone has continuing health care needs.

Several cases have been identified where potentially health funding should be included or increased based on a review of needs. Our analysis suggests that work to determine funding responsibilities more accurately will lead to an improvement in the County Council's financial position.

Careful consideration of the needs of people with complex needs to identify where these needs meet the criteria for Continuing Healthcare and full funding by the CCG

Older People's teams will continue to identify health needs as part of their assessment process. Applying for joint or full health funding where appropriate.

Managers of the services will ensure that all practitioners in the teams receive Continuing Health Care training and build relationships with relevant health partners.

Where new or existing cases are identified as potentially being suitable for continuing healthcare funding the appropriate joint funding tools will be used to agree this with health partners.

Who will be affected by this proposal?

This proposal relates to service users in Older People's Services whose needs include certain types of ongoing health need which should mean that their care is funded in full or in part by health partners.

What positive impacts are anticipated from this proposal?

Services users will receive the appropriate level of health funding to support their care needs and those in receipt of full Continuing Health Care will no longer be required to contribute towards their care.

For the local authority the appropriate health funding will reduce the required expenditure from local authority budgets. It is anticipated that the net financial impact in Older People's services will be a reduction in care costs of £164k

What negative impacts are anticipated from this proposal?

No negative impacts are foreseen for service users or communities from this proposal.

Clearly if the judgement about the likely impact on local authority and health system funding is accurate there will be an additional cost to health budgets of the same amount as the saving to the local authority. This is an appropriate redistribution of cost to accurately reflect statutory responsibilities, but clearly it is acknowledged that the health system is under similar financial pressure to the local authority and so additional costs will not be easily absorbed.

Are there other impacts which are more neutral?

There will be no impact on people's care arrangements or the support they receive – the change only relates to the funding responsibilities for the care between the local authority and the health system.

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

None.

This proposal relates to older people and so it affects services users in the protected age characteristics. However the impacts are as described above and are not negative and so there is no concern about a disproportionate impact on protected characteristics

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	30/9/2016		James Wilson

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Children, Families and Adults, Strategy and Commissioning		Name: Mary Whitehand Job Title: Information Team Manager Contact details: 01480 373448 Date completed: 30 11 16 Date approved: 1.12.2016
Proposal being assessed		
Managing the Cambridgeshire Local Assistance Scheme (CLAS) within existing resources		
Business Plan Proposal Number (if relevant)	A/R.6.161	
Aims and Objectives of the Service or Function affected		
Currently CFA contracts with an outside supplier to administer a local assistance scheme. Costs for this service include a fixed administration fee and funding for goods and utilities required.		
What is the proposal?		
The Adults Committee has considered several proposals on how to deliver the Cambridgeshire Local Assistance Scheme (CLAS). The contingency budget previously held for CLAS has now been removed, as is no longer required to support the redesigned service. From April 2017 a new contract will be in place focused on the provision of information and advice as well as recycled goods and household items.		
Who will be affected by this proposal?		
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The eligibility criteria remains unchanged.

What positive impacts are anticipated from this proposal?

The new contract requires the new provider to work preventatively, looking to make good use of resources across the county and work with partners and to make good use of recycled, refurbished goods rather than only supplying new ones.

What negative impacts are anticipated from this proposal?

None

Are there other impacts which are more neutral?

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	

Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	

Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	1.12.2016		M.Whitehand

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Older People and Mental Health		Name: Fiona Davies
Proposal being assessed		Job Title: Interim Head of MH (CCC and PCC)
Ensuring homecare for adults with mental health needs focuses on supporting recovery and piloting peer support delivered through the Recovery College		Contact details: 07720 531347
Date completed: 17.11.16		
Business Plan Proposal Number (if relevant)	A/R.6.163	Date approved: 29.11.2016
Aims and Objectives of the Service or Function affected		
<p>Homecare services are commissioned to provide both personal care and practical support to live independently in the community for adults of all ages. A key objective is to support people to regain or develop skills that enable them to regain their independence. As a result, their need for support is likely to reduce. However, it is acknowledged that not everyone will be able to live totally independently.</p>		
What is the proposal?		
<p>Savings will be achieved through re-providing homecare services for adults with mental health needs and helping people to return to independence more quickly.</p> <p>Efficiencies in homecare support will be achieved by reducing investment in personal care services for adults with mental health needs aged 18 – 65 years for which demand has been reducing and by reducing investment in</p>		

personal support (care packages) for adults of all ages who have received that support for 4 years or more.

In relation to personal care, the intention is to reduce investment by 50% of the total reduction in demand. This takes account of the difficulty that some of the reduction and is likely to have arisen from difficulties procuring services to meet identified needs. This is being addressed through the current re-procurement of Home Care and Support.

In relation to packages of support for adults with mental health needs who have been in receipt of support 4 years or more, the estimated efficiency is approximately 25% of current investment. This will be achieved through targeted reviews of care packages and is intended to enhance the quality of people's lives by enabling them to live independently regaining their roles in society and enhancing their self-esteem. Outcomes will be enhanced by ensuring that the existing peer support workers and recovery coaches who have had considerable success in supporting achievement of these outcomes with other cohorts of adults with mental health needs.

Who will be affected by this proposal?

Adults of all ages with mental health needs living in Cambridgeshire who are in receipt of home care support living will be affected by these proposals.

What positive impacts are anticipated from this proposal?

Adults with mental health needs will be supported to recover and regain their lives by maximising their independence. Some will be supported to move towards complete independence, perhaps securing work or other meaningful daytime occupation. Others will be supported on an ongoing basis but at reduced levels having been supported to maximise their independence.

Resources allocated to adults with mental health problems that are not currently being used will be reduced. The population of Cambridgeshire who access Council services will benefit from the improved efficiency as efficiencies amounting to the sum identified will not have to be sought from other services where there may have been an impact on capacity and/or quality. Excluded groups will benefit in that the efficiency will not have to be sought from other services that support them.

What negative impacts are anticipated from this proposal?

The intention is to reduce investment only where this is not/no longer required. Therefore there will be no negative impact on adults with mental health needs or the wider Cambridge population.

Are there other impacts which are more neutral?

There are no neutral benefits from this proposal.

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	✓
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

The population of Cambridgeshire, including adults with mental health needs, who access Council services will benefit from the improved efficiency as the efficiencies will not have to be sought from other Council commissioned services where there would have been an impact on capacity and/or quality. Excluded groups will benefit in that the efficiency will not have to be identified from other services that support them.

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	17.11.16		Fiona Davies

Directorate / Service Area		Officer undertaking the assessment	
CFA, Older People and Mental Health Services		Name: Vicky Main Job Title: Head of Operations Access and Short Term Team Contact details: 01223 729131 Date completed: 30/9/2016 Date approved: 23.11.2016	
Proposal being assessed			
Reablement for Older People - Improving effectiveness to enable more people to live independently			
Business Plan Proposal Number (if relevant)	A/R.6.164		
Aims and Objectives of the Service or Function affected			
<p>This proposal relates to Older People's Services which provide care and support for people with social care needs who are over the age of 65.</p> <p>In particular it relates to the Reablement Service which is a programme of short term support tailored to individual needs, to help older people (re)learn the skills needed for daily living and maintaining independence.</p>			
What is the proposal?			
<p>Development of the Reablement Service to ensure it promotes independence and reduces the costs of care by being directed at the right people. Changes to the way the service operates will release additional capacity, allowing it to work with more people, achieve better outcomes and so reduce demand and cut costs. It is proposed that within existing staffing levels we can increase the number of people receiving a reablement service and increase the number of people for whom the reablement intervention is ended without the need for ongoing care or with a reduced need for ongoing care.</p> <p>To achieve this we will improve team structures and working practices and ensure the cases referred to the service are appropriate, where there is good potential for people to live independently again</p> <p>Changes to the operation of the service will release additional capacity, allowing it to work with more people, achieve better outcomes and so make a bigger contribution to demand management and cost avoidance. The saving will ultimately therefore be cashed in the Older People's Locality Team care budgets. A restructure is proposed moving to a North and South reablement services, working practices will be changed to achieve better workflow and to ensure the cases referred to the service are only those where there is good potential for people to be returned to independence. This work sits alongside the implementation of the Adult Early Help service and the intention that the service will be re-positioned to take a much higher proportion of cases via the Early Help team and so offering Reablement to people with emerging needs rather than only those who are recovering following a period in hospital.</p> <p>[A/R.6.164 -£219k]</p>			
Who will be affected by this proposal?			
<p>Older people in Cambridgeshire and in particular those referred to the Reablement Service and aiming to return to independence either following a period in hospital or whose are living at home but beginning to struggle to cope independently.</p>			

What positive impacts are anticipated from this proposal?

The proposal and saving is for an increase (of 10%) in the number of people going through the Reablement Service and being able to live fully independently or at least with a reduced need for ongoing care following the support from the Reablement team.

Supporting people to live health and independent lives is a central objective of the Older People's directorate and the organisation as a whole and the proposed changes to the service will allow us to help more people to live more independently.

In particular we will support older people who might otherwise have had to move into residential or nursing provision to remain living in their own homes and communities for longer and will help people to retain their mobility, ability to cook and clean themselves, stay in contact with friends and family, to stay healthy and to continue to do the things they enjoy. The proposal will therefore have a significantly positive impact on people's wellbeing and outcomes.

What negative impacts are anticipated from this proposal?

None are anticipated

Are there other impacts which are more neutral?

none

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	

Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate
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	impact
Religion or belief	
Sex	
Sexual	

orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed
<p>None.</p> <p>This proposal relates to older people and so it affects services users in the protected age characteristics. However the impacts are as described above and are not negative and so there is no concern about a disproportionate impact on protected characteristics</p>

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	30/9/2016		James Wilson

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area	Officer undertaking the assessment
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CFA, Older People & Mental Health		Name: Diana Mackay Job Title: Service Development Manager Contact details: Diana.mackay@cambridgeshire.gov.uk Date completed: 20/9/2016 Date approved: 23.11.2016
Proposal being assessed		
Enhanced Occupational Therapy Support to reduce the need for double-handed care		
Business Plan Proposal Number (if relevant)	A/R.6.165	
Aims and Objectives of the Service or Function affected		
<p>Since January 2014 CCC's Double-Up Team have been reviewing adult service users with the aim of reducing or preventing the need for long term packages of domiciliary care that require two carers at each visit. The need for two carers is usually related to the service user's moving and handling needs.</p> <p>The Double-Up Team currently consists of two Senior Occupational Therapists (OT) and two OT Technicians. They review service users with a view to providing information and advice or alternative moving and handling equipment that facilitates single-handed care.</p> <p>Since the beginning of the initiative, the team has brought nearly £1.5m savings / avoided costs to the domiciliary care budget. These savings are primarily in Adult Services (older people and adults with physical disabilities). The impact of the team's work has also improved people's quality of life and wellbeing – demonstrated through a number of case studies, available on request.</p>		
What is the proposal?		
<p>The Double-Up Team was set up as a 'spend to save' initiative in 2013 based on evidence from other local authorities. Initially set up as a pilot project, it was endorsed as part of the County Council's prevention agenda, the implementation of Transforming Lives and the requirements of The Care Act.</p> <p>The team consists of two Senior Occupational Therapists (OTs) and two OT Technicians employed directly by the County Council. The team's remit is to focus on the review of service users to assess whether it is possible to either:</p> <ul style="list-style-type: none"> • Reduce existing double-up packages of care to single-handed care <p>OR</p> <ul style="list-style-type: none"> • Prevent single-handed care packages being increased to double-up <p>This team is currently based outside of the existing mainstream OT service to ensure focus on the delivery of actions that will benefit the recipients' whilst returning a saving direct to the Council. Through the actions of the existing team, savings from the Councils homecare budget were generated in the region of £1.1m in 2015-16 and are on track to achieve a similar figure in the current financial year. This business case proposes the expansion of the service through the recruitment of an additional two OT workers so they can share learning and benefits associated with the current model to other settings (further details are listed in the 'scope' section of this document) as well as providing additional review capacity.</p> <p>The proposal is to increase the resources within the team by recruiting an additional two Senior Occupational Therapists so that more reviews can be undertaken in order to bring further savings to the CFA Directorate as a whole. This will include assessments of more service users in the following areas:</p> <ul style="list-style-type: none"> • Learning Disability • Service users in community hospitals whose discharge is delayed due to perceived need for a double-up care package (the team already work with the acute hospitals) • People in receipt of NHS CHC packages, particularly where there is joint funding with Social Care • Self-funders (in order to delay the point at which they might need their care package funded by the County Council) • Care Homes – in order to progress with a pilot project already agreed, with the aim of developing a Care Home Educator role with a focus on improving moving and handling in the care home sector. This could bring savings and improvements in terms of falls prevention, admission avoidance, prevention of pressure sores, prevention of moves from residential to nursing care and general promotion of better moving & handling practice in the care home sector. Investment C/R5.305 		

Who will be affected by this proposal?

The proposal would cover the whole of Cambridgeshire

See above for which service users groups would be affected.

The team is likely to continue to target older people more than other groups purely do to the needs of that demographic group.

What positive impacts are anticipated from this proposal?Health & Wellbeing

- Improved quality of life, dignity and well-being for service users (full case studies available on request)
- Promotion of as much independence as possible for people who, otherwise, have very complex needs
- 45% of service users report to be able to do more for themselves following the team's intervention and provision of alternative equipment
- Older people and adults with disabilities able to live well and to remain as independent as possible
- Children and young people enabled to live well and to be more independent
- People at risk of harm are kept safe
- People able to live in a safe environment
- People live a healthy lifestyle and stay healthy for longer
- People have better access to specialist assessment and provision of equipment that best meets their moving & handling needs

Finance

- To bring additional savings and avoided costs to the County Council, and service users themselves (self-funders)
- Existing care packages reduced in 50% of cases

What negative impacts are anticipated from this proposal?

The changes to individual care packages resulting from the Teams intervention can be unsettling to the service user and their family, and a small number of family carers have raised concerns about the reduction in support. These issues are worked through on a case by case basis through extensive dialogue with the service user and their family to address their concerns.

Enhancing the service to work with learning disability cases may result in some challenges from families and formal care providers, but the team are experienced at supporting relevant parties through the change period.

Are there other impacts which are more neutral?

N/a

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

N/A

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	15/9/2016		Diana Mackay

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Older People and Mental Health		Name: Fiona Davies
Proposal being assessed		Job Title: Interim Head of MH (CCC and PCC)
Rebasing voluntary sector contracts for Mental Health Services		Contact details: 07720 531347
Business Plan Proposal Number (if relevant)	A/R.6.167	Date completed: 17.11.16
		Date approved: 29.11.2016
Aims and Objectives of the Service or Function affected		

The Council commissions the voluntary and community services to provide a wide range of services and support for adults with mental health problems. Current investment is over £3.8m. This investment is key to delivery of the Transforming Lives strategy and helps the Council to meet the requirements of the Care Act and fulfil its statutory responsibilities.

What is the proposal?

Renegotiation of a number of voluntary sector contracts for mental health support has resulted in lower costs to the Council whilst maintaining levels of service provision for adults with mental health needs. The reductions have been discussed and negotiated with the providers impacted, and they have factored this into their own business planning. On-going investment by the Mental Health service in the voluntary and community sector remains over £3.7m

During the routine process of contract monitoring and working in partnership with 3 of the many voluntary sector organizations commissioned by the Council, the opportunity to reduce costs without impacting on service delivery – both capacity and quality – was identified. As a result, these contracts have been renegotiated and reductions have been factored into the organizations' business planning processes. Mental health investment in the voluntary and community sector will remain at over £3.7m once these proposals are implemented. The result will be lower costs to the Council whilst maintaining levels of service provision for adults with mental health needs.

Who will be affected by this proposal?

There will be no impact on adults with mental health problems living in Cambridgeshire who access the services in question as the costs have been taken out of infrastructure/indirect costs.

What positive impacts are anticipated from this proposal?

The population of Cambridgeshire who access Council services will benefit from the improved efficiency as efficiencies amounting to the sum identified will not have to be sought from other services where there may have been an impact on capacity and/or quality. Excluded groups will benefit in that the efficiency will not have to be sought from other services that support them.

What negative impacts are anticipated from this proposal?

There will be no negative impact on adults with mental health needs or the wider Cambridge population.

Are there other impacts which are more neutral?

There are no neutral impacts arising from this business case.

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	✓
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

The population of Cambridgeshire, including adults with mental health needs, who access Council services will benefit from the improved efficiency as the efficiencies will not have to be sought from other Council commissioned services where there would have been an impact on capacity and/or quality. Excluded groups will benefit in that the efficiency will not have to be identified from other services that support them.

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Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	17.11.16		Fiona Davies

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment	
Children Families and Adults		Name: Lynne Denton	
Proposal being assessed		Job Title: Head of Social Work Older People Mental Health	
Establish a review and reablement function for older people with mental health needs		Contact details: Tel; 01480445219	
Business Plan Proposal Number (if relevant)	A/R.6.168	Date completed: 29.11.2016	
		Date approved: 2.12.2016	

Aims and Objectives of the Service or Function affected
<p>The aim of this initiative is to adopt a strengths based approach to supporting people with mental health needs and their carers/families in order to enable people to remain at home for as long as possible. By adopting a more intensive and focussed approach to working with individuals and their family/carers and adopting a strengths based approach that builds resilience, individuals will be supported to improve their health and wellbeing.</p>
What is the proposal?
<p>Redirect support workers within the Older People Mental Health team to provide a review and reablement function for service users in receipt of low cost packages (under £150 per week). To achieve the objectives above, Support workers funded by CCC will move from the current model of service delivery which offers low level support to a more proactive, intensive, strengths based, outcomes based approach that builds resilience. New ways of working will support the completion of complex reviews under the supervision of a Social Worker. More complex reviews for example Section 117, will continue to be completed by Social Workers and Care Co-ordinators.</p> <p>The role of the Support Workers will be to:</p> <p>Work with eligible users of Adult and Older Adult Social Care to provide resilience and independence focused interventions. This will be achieved by providing ongoing support, practical assistance and problem resolution under the supervision of a Social Worker.</p> <p>Contribute to the regular review of service users supported by the team.</p> <p>Work with MDT colleagues, to ensure that reviews support the Transforming Lives and Care Act agendas.</p> <p>Deliver person centred care focussing on collaborative relationships. This will include facilitating and empowering the person to develop personal and social networks that are meaningful to them, aiding and facilitating the individual to achieve what they identify as 'their good life'.</p> <p>Work in partnership with families and carers where appropriate to ensure that the individual's specific/unique social care needs are met.</p> <p>Link with the early help team, share learning and work jointly with them where required.</p>
Who will be affected by this proposal?
<p>Adults of all ages with dementia who live in Cambridgeshire who require assessment, treatment and support from CPFT will benefit from this proposal.</p>
What positive impacts are anticipated from this proposal?
<p>Positive impacts for People and Family/Carers; care will be more proactive care; support planning will recognise and build on individual strengths and potential for resilience.</p> <p>The approach will be preventative and reduce the need for higher levels of care and support that can only be provided in care home settings.</p> <p>Staff will have the opportunity to work in a more focussed and positive way with people and to learn and develop</p>

new models of care and support and to share learning and network with colleagues in other partner teams.

Better use of resources will be made through adoption of an outcomes based approach with benefits to those being supported and the potential to increase the numbers of people receiving support.

What negative impacts are anticipated from this proposal?

These changes will prove difficult for some team members who will be required to adopt new ways of working. This includes being required to adopt an approach which supports individuals to take small, carefully assessed risks that are mitigated as far as possible in order to increase their independence and to lead more fulfilling lives. Support to some staff to achieve is likely to be necessary in this area.

Are there other impacts which are more neutral?

No.

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	x
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

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Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	29.11.2016		L. Denton
2.0	2.12.2016		F. Davies

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Children, Families and Adults		Name: Geoff Hinkins
Proposal being assessed		Job Title: Transformation Manager
Better Care Fund (BCF) - improved protection of social care		Contact details: Geoff.hinkins@cambridgeshire.gov.uk
Date completed: 23/11/16		
Business Plan Proposal Number (if relevant)	A/R.6.169	Date approved: 23.11.2016
Aims and Objectives of the Service or Function affected		
Each year the Council and the local NHS agree a Better Care Fund plan, this includes an element of financial protection for social care services.		
What is the proposal?		
<p>Each year the Council and the local NHS agree a Better Care Fund plan, this includes an element for social care services.</p> <p>Given the uplift in the BCF allocation in 2016/17 and an anticipated further increase in 2017/18 the Council will negotiate that a greater share of BCF monies are focused on provision of social care services. This will improve the Council's ability to maintain services in the face of continuing financial pressures; which in turn supports the local NHS.</p>		
Who will be affected by this proposal?		
<p>.</p> <p>This proposal relates to users of social care countywide. It is focused on ensuring the resources are in place to maintain existing service levels, and so should not have an impact on service users.</p>		
What positive impacts are anticipated from this proposal?		
The Council will be able to maintain services at their current levels		
What negative impacts are anticipated from this proposal?		

No negative impacts are anticipated

Are there other impacts which are more neutral?

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	23/11/2016		Geoff Hinkins

Directorate / Service Area		Officer undertaking the assessment
CFA. Older People		Name: Richard O'Driscoll Job Title: Head of Service Development..... Contact details: 01223 729186 Date completed: 24.10.16 Date approved: 29.11.2016
Proposal being assessed		
Commissioning & Demand Savings within Older People's Services		
Business Plan Proposal Number (if relevant)	A/R.6.170	
Aims and Objectives of the Service or Function affected		
<p>As part of the renewal of the block residential and nursing care contracts the opportunity has been taken to reduce the number of contracted beds. In doing this the approach has taken into account a high level of under-utilisation in some locations. As there will be some compensatory use of spot purchased services the anticipated saving is £200K.</p>		
What is the proposal?		
<p>Retendering of contracts in 2016-17 has presented the opportunity to reduce our block purchasing of respite beds, following under utilisation and unused voids in previous arrangements. Use of spot purchasing for respite will be monitored. Additionally, as trends have continued towards supporting fewer people overall in 2016-17 it has been possible to reflect this cost reduction in a further small saving on demographic allocations.</p> <p>As part of the re-tendering of residential and nursing care beds in the current financial year, the number of block purchased respite care beds was reduced by 40% to 19. This produced a gross saving of £360K. However, after an adjustment was made for an increase in spot purchasing, the net saving was identified as £200k whole year effect. It has been possible to make this change without any adverse reports being received from service users or carers. We have also seen the development of alternative respite provision in the shape of our 'shared lives scheme'. We are reviewing our overall offer and support to carers and aiming for a more flexible response to meet individual needs and circumstances. The demography reduction is £300K and Capitalisation of £50K</p>		
Who will be affected by this proposal?		
<p>A proposal may affect everyone in the local authority area or alternatively it might affect specific groups or communities, please describe</p> <ul style="list-style-type: none"> Whether the proposal covers all of Cambridgeshire or specific geographical areas <p>All of Cambridgeshire</p> <ul style="list-style-type: none"> Which particular service user groups would be affected <p>Older People and their carers</p> <ul style="list-style-type: none"> Whether certain demographic groups would be affected more than others <p>Older People</p> <ul style="list-style-type: none"> Any other information to describe specifically who would be affected 		

What positive impacts are anticipated from this proposal?
<ul style="list-style-type: none"> • The new approach increases the ability of service users and carers to exercise choice. • It also encourages greater flexibility in the use of personal budgets. • It maximises care home capacity (underutilised block beds reduce available capacity) • It is a more efficient approach to resource management
What negative impacts are anticipated from this proposal?
<p>There is the potential to reduce the options available for those service users who want traditional respite care</p> <p>Alternatives to institutional care are under developed currently</p>
Are there other impacts which are more neutral?
<p>This might be where people receive a very different service or support from the local authority as a result of the proposal but this is not considered to be better or worse than before – just different.</p> <p>Not that can be identified at this stage</p>

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	X
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	X

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

As this is a specific service designated for older people, a disproportionate impact will be experienced on those who are older and their carers. This change will also effect those who are financially disadvantaged as they are more likely to meet eligibility for social care and their ability to buy in the open market is limited. However personal budgets and direct payments provide the ability to use public funds more flexibly. The ability to use resources in this way could potentially result in more person centred options being available. A safety net continues to be provided by the retention of a substantial block of respite beds.

Version no.	Date	Updates / amendments	Author(s)
1.0	24.11.2016		R. O'Driscoll

4.3 Cross Committee

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area	Officer undertaking the assessment
CFA, Strategy and Commissioning	Name: Vickie Crompton Job Title: Head of Service
Proposal being assessed	
DAAT – Saving from integrating drug and alcohol	

misuse service contracts (Reduction in Funding to the Public Health Grant)		Contact details: Vickie.crompton@cambridgeshire.gov.uk Date completed: 16/9/16 Date approved: 23.9.2016
Business Plan Proposal Number (if relevant)	A/R.6.001	
Aims and Objectives of the Service or Function affected		
Adult Substance Misuse Services within Cambridgeshire commissioned by Cambridgeshire Drug & Alcohol Action Team (DAAT). This covers the provision of specialist drug & alcohol treatment service provision, including Tier 2/3 at a local level and Tier 4 residential rehabilitation.		
What is the proposal?		
<p>The NHS trust 'Inclusion' provides countywide specialist drug & alcohol treatment services. Currently, there are separate treatment contracts for alcohol and drugs. In order to deliver savings, Inclusion have agreed to commence full service integration in 2016/17. This will require fewer service leads employed in management grades and reduces the overall management on-costs in the existing contract agreement. It is also proposed to reduce Saturday clinics and/or move to a volunteer/service user led model for these clinics.</p> <p>A funding reduction of £158k has been requested for the financial year 2017/18. The proposals to achieve this level of savings is currently being negotiated with the current commissioned service provider, however, the following opportunities have been identified to meet the savings on a year on year basis and not as a one off opportunity.</p> <ul style="list-style-type: none"> • Currently identified £60k predominantly through redundant posts including data officer in Cambridge. Management of change taking place. Proposals to introduce Grade 4 practitioners in place of Grade 5 for several development posts could accrue savings due to natural wastage with an estimated payroll saving in the region of £25k per annum. • The FP10 prescribing costs are being reduced through robust prescribing practices and a significant reduction in injectable OST. This is likely to bring about annual savings of £15k. • Provider is looking at Illy (IT) licence costs however need to evaluate any negative consequences of reducing locality codes on ability to provide mandatory data outcomes to PHE. This could likely save @ £10k per annum. • Reviewing Saturday opening times. Anecdotally Saturdays are under utilised. Client consultation will be required to enable commissioners to understand potential impact on individuals currently accessing the service on a Saturday. Potential savings have been identified as approximately @ £10k per annum in Saturday allowances and building costs. • Savings as the drug and alcohol services are now together, resulting in efficiencies @£25kpa • Reduction in staff within the Youth Offending Service Substance Misuse Team @£29kpa • Reduction in Administration Capacity within the Safer Communities Partnership Team @£9kpa 		
Who will be affected by this proposal?		
<p>The resource savings identified through both natural wastage and as part of the management of change process being undertaken internally by the commissioned service provider will have no impact on the level of service provision currently being delivered.</p> <p>The savings identified through the reduction in IT licensing costs also have no impact on those individuals eligible to access the services within Cambridgeshire.</p> <p>There is a risk that some service users currently accessing the services on a Saturday may be affected if the</p>		

proposal to withdraw Saturday openings is implemented. This will however not occur until the service has evaluated the current use and need for Saturday opening, has consulted with all service users and has considered every viable alternative to minimise the impact on those service users currently accessing the services on a Saturday.

The loss of an administrative function within the Safer Communities Team will be felt but will be manageable.

The reduction in staffing within the YOS will be manageable and the focus will be on those young people in structured treatment, however, there is likely to be a reduction in the capacity to carry out preventative work with young people and this will fall to other members of staff. The reduction in capacity will also mean there will be little resilience in the service in terms of staff leave, or sickness, which may result in a reduction in service for young people in substance misuse treatment.

What positive impacts are anticipated from this proposal?

Implementing Grade 4 development posts will enable current volunteers and peer support workers to access full time employment as the entry qualifications are less than at Grade 5 for which many would be unable to apply. This also makes recruitment to the new posts easier and the transition from Grade 4 to Grade 5 a clear development opportunity.

What negative impacts are anticipated from this proposal?

The impact on individuals accessing the Service on a Saturday has yet to be evaluated however this may create a barrier to accessing services for those who are in full time employment. Options/alternatives to be considered however included extended evening or early morning opening times.

Resilience within the YOS Substance misuse service will be low and there may be a reduction in the preventative work the team are able to offer to young people in the service

Are there other impacts which are more neutral?

None

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	x
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

Young People within the Youth Offending Service

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	19.9.2016		V. Crompton

ECONOMY AND ENVIRONMENT COMMITTEE**COMMUNITY IMPACT ASSESSMENTS**

<u>Reference</u>	<u>Title</u>	<u>Page</u>
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B/R.6.104	Centralise business support posts across ETE	4
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B/R.6.202	Improve efficiency through shared growth and development service with partners	8

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
ETE Cross-Directorate		Name: Graham Hughes Job Title: Executive Director Contact details: graham.hughes@cambridgeshire.gov.uk and 01223 715660 Date completed: 03/10/16 Date approved: 03/10/16
Proposal being assessed		
Senior Management Review		
Business Plan Proposal Number (if relevant)	B/R.6.001	
Aims and Objectives of the Service or Function affected		
<p>The services affected will be cross-directorate in the Economy, Transport and Environment (ETE) Directorate. ETE provides services across the county including highway maintenance and improvement, the delivery of all major transport infrastructure schemes, the management of a series of major contracts such as highways, waste and street lighting, tackling rogue and other illegal trading and providing business advice, delivery of non-commercial superfast broadband services, waste disposal, libraries and cultural services, planning, s106 negotiation, economic development, floods and water management, adult learning and skills, development of transport policy, funding bids, cycling, commissioning of community transport, operation of the Busway and the park and ride sites, and management of home to school, special needs and adults transport</p>		
What is the proposal?		
<p>This is a review of senior management in ETE to reduce cost and simplify structures, as well as sharing services with partners. The objective is not to affect the front line services delivered by ETE.</p>		
Who will be affected by this proposal?		
<p>This proposal will affect staff working within ETE at senior levels and is intended not to impact directly on front line services.</p>		
What positive impacts are anticipated from this proposal?		
<ul style="list-style-type: none"> Reduction of cost Simplification of structures 		
What negative impacts are anticipated from this proposal?		
<p>Potential negative impacts from less senior staff resource although through the associated simplification of processes, this impact can be minimised.</p>		
Are there other impacts which are more neutral?		
<p>None</p>		

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

There will not be any disproportionate impact on protected characteristics.

Version Control

Version no.	Date	Updates / amendments	Author(s)
V1	03.10.16	CIA Completed	Graham Hughes

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
ETE Cross-Directorate		<p>Name: Tamar Oviatt-Ham</p> <p>Job Title: Business Development Manager – Policy and Business Development ETE</p> <p>Contact Details: (01223) 715668</p> <p>Date completed: 29/09/16</p> <p>Date approved: 12/12/16</p>
Proposal being assessed		
Centralise Business Support posts across Economy, Transport and Environment (ETE)		
Business Plan Proposal Number (if relevant)	B/R.6.204	
Aims and Objectives of the Service or Function affected		
<p>Business support roles are present in all Services in ETE. They provide support to the Services on a range of tasks, some generic and others more specialised to the Service within which they are based.</p>		
What is the proposal?		
<p>A further review of Business Support roles across ETE will be carried out in order to ensure that Business Support roles across ETE services are fit for purpose and that efficiencies and saving can be made were appropriate. The savings figures for the business plan proposal are £20k in 2017/18.</p>		
Who will be affected by this proposal?		
<p>No effect on the community. Staff may be affected as part of the review.</p>		
What positive impacts are anticipated from this proposal?		
<p>N/A.</p>		
What negative impacts are anticipated from this proposal?		
<p>N/A.</p>		
Are there other impacts which are more neutral?		
<p>N/A.</p>		

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

N/A

Version Control

Version no.	Date	Updates / amendments	Author(s)
V1	29.09.16	CIA Updated	Tamar Oviatt-Ham

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Economy, Transport and Environment (ETE) Growth and Economy (G&E)		Name: Sass Pledger Job Title: Head of Service Growth and Economy Contact details: 01223 728353
Proposal being assessed		Date completed: 19/09/16 Date approved: 12/12/16
Improve efficiency through shared county planning, minerals and waste service with partners		
Business Plan Proposal Number (if relevant)	B/R.6.201	
Aims and Objectives of the Service or Function affected		
<p>The County Planning, Minerals and Waste team enables the council to meet its statutory functions in three key areas:</p> <ul style="list-style-type: none"> The determination of all planning applications for County matters (i.e. minerals and waste) and Regulation 3 proposals (i.e. County Council's own development e.g. highway schemes, new schools and libraries etc.); Minerals and Waste Planning policy, which includes setting out the strategic vision and supply of mineral and waste development within Cambridgeshire within an adopted Plan; monitoring and reviewing the delivery of the adopted Plan; and providing planning responses to planning applications that either threaten the resource of planned mineral and waste allocations, or strategic applications from a mineral and waste perspective, including the need to meet the required Duty to Co-operate functions; and Enforcement and monitoring of Minerals and Waste sites. 		
What is the proposal?		
<ul style="list-style-type: none"> To explore the options for the sharing the technical support role for planning applications. To explore joining up with PCC to use it's back office system for planning applications in the future, rather than using the current County Council system - APAS. 		
Who will be affected by this proposal?		
<p>The proposal, if implemented would continue to offer the same level as service, therefore no groups should be affected by the new ways of working.</p>		
What positive impacts are anticipated from this proposal?		

The proposal, if implemented, would seek to reduce the cost to the Council of running this service by a nominal amount. The proposal would also increase resilience of service provision. The proposal would provide a more robust back office system that could be supported, technically, in house.

The proposal, if implemented would continue to offer the same level as service, therefore no groups should be affected by the new ways of working.

What negative impacts are anticipated from this proposal?

The proposal, if implemented would continue to offer the same level as service, therefore no groups should be affected by the new ways of working.

Are there other impacts which are more neutral?

N/A

Version Control

Version no.	Date	Updates / amendments	Author(s)
V2	13.12.16	Sensitive information removed	Sass Pledger

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Economy, Transport and Environment (ETE) Growth and Economy (G&E)		Name: Sass Pledger Job Title: Head of Service Growth and Economy Contact details: 01223 728353
Proposal being assessed		Date completed: 12/12/16 Date approved: TBC
Improve efficiency through shared growth and development service with partners		
Business Plan Proposal Number (if relevant)	B/R.6.202	
Aims and Objectives of the Service or Function affected		
<p>The Growth & Development team is responsible for leading the County Council's input to the delivery of the new and major development sites throughout Cambridgeshire.</p> <p>The team is tasked with ensuring the County Council's services, including education, waste, transport and community infrastructure, are well planned, suitably funded, and delivered in a timely and sustainable way to meet the needs of Cambridgeshire's new and growing communities and its economic prosperity.</p> <p>Their key aims are to:</p> <ul style="list-style-type: none"> Lead on and coordinate cross agency projects to deliver high quality joined-up public services to the new and existing communities of Cambridgeshire. Assist the delivery of new housing and infrastructure by providing advice to County Council Members to aid decision making. Prepare S106 agreements covering developer contributions towards County Council services for all development in the county. Provide Strategic transport advice to local planning authorities on the implications of major development schemes and sustainable travel for new developments. Administer the Cambridgeshire Quality Panel. 		
What is the proposal?		
To explore the opportunity for the provision of Transport Planning expertise by a partner such as PCC or other.		
Who will be affected by this proposal?		
The proposal, if implemented would continue to offer the same level of service, therefore no groups should be affected by the new ways of working.		
What positive impacts are anticipated from this proposal?		
<p>The proposal, if implemented, would seek to reduce the cost to the Council of running this service by a nominal amount. The proposal would also increase resilience of service provision.</p> <p>The proposal, if implemented would continue to offer the same level of service, therefore no groups should be affected by the new ways of working.</p>		

What negative impacts are anticipated from this proposal?
The proposal, if implemented would continue to offer the same level of service, therefore no groups should be affected by the new ways of working.
Are there other impacts which are more neutral?
N/A

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed
N/A

Version Control

Version no.	Date	Updates / amendments	Author(s)
1	12.12.16	CIA completed	Sass Pledger
2	13.12.16	Limited sub-editing	Anna Bartol-Bibb

HIGHWAYS AND COMMUNITY INFRASTRUCTURE COMMITTEE

COMMUNITY IMPACT ASSESSMENTS

<u>Reference</u>	<u>Title</u>	<u>Page</u>
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B/R.6.104	Centralise business support posts across ETE	4
B/R.6.202	Upgrade streetlights to LEDs	6
B/R.6.203	Rationalise business support in highways depots to a shared service	8
B/R.6.205	Replace rising bollards with cameras	10
B/R.6.207	Highways Services Transformation	12
B/R.6.209	Reduce library management and systems support and stock (book) fund	14
B/R.6.211	Road Safety projects and campaigns- savings required due to changes in Public Health grant	17
B/R.6.213	Move to full cost-recovery for non-statutory highways works	20
B/R.6.302	Renegotiation of Waste PFI contract	22
B/R.7.100	Increase income from digital archives services	24
B/R.7.109	Introduce a charge for commercial events using the highway	27
B/R.7.110	Increase highways charges to cover costs	29
B/R.7.111	Maximise efficiencies through permitting	31

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
ETE Cross-Directorate		Name: Graham Hughes
Proposal being assessed		Job Title: Executive Director
Senior Management Review in ETE		Contact details: graham.hughes@cambridgeshire.gov.uk and 01223 715660
Business Plan Proposal Number (if relevant)	B/R.6.001	Date completed: 03/10/16
		Date approved: 03/10/16
Aims and Objectives of the Service or Function affected		
<p>The services affected will be cross-directorate in the Economy, Transport and Environment (ETE) Directorate. ETE provides services across the county including highway maintenance and improvement, the delivery of all major transport infrastructure schemes, the management of a series of major contracts such as highways, waste and street lighting, tackling rogue and other illegal trading and providing business advice, delivery of non-commercial superfast broadband services, waste disposal, libraries and cultural services, registration and coroner services, planning, s106 negotiation, economic development, floods and water management, adult learning and skills, development of transport policy, funding bids, cycling, commissioning of community transport, operation of the Busway and the park and ride sites, and management of home to school, special needs and adults transport</p>		
What is the proposal?		
<p>This is a review of senior management in ETE to reduce cost and simplify structures, as well as sharing services with partners. The objective is not to affect the front line services delivered by ETE.</p>		
Who will be affected by this proposal?		
<p>.</p> <p>This proposal will affect staff working within ETE at senior levels (head of service and above) and is intended not to impact directly on front line services.</p>		
What positive impacts are anticipated from this proposal?		
<ul style="list-style-type: none"> • Reduction of cost • Simplification of structures 		
What negative impacts are anticipated from this proposal?		
<p>Potential negative impacts from less senior staff resource although through the associated simplification of processes, this impact can be minimised.</p>		
Are there other impacts which are more neutral?		

None

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

There will not be any disproportionate impact on protected characteristics.

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	03.10.16	CIA Completed	Graham Hughes
1.1	12.10.16	Minor additions	Christine May

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
ETE Cross-Directorate		Name: Tamar Oviatt-Ham
Proposal being assessed		Job Title: Business Development
Centralise Business Support posts across ETE		Manager – Policy and Business
Business Plan Proposal Number (if relevant)	B/R.6.104	Development ETE
		Contact Details: tamar.oviatt-ham@cambridgeshire.gov.uk
		Date completed: 29/09/ 16
		Date approved: 17/10/16
Aims and Objectives of the Service or Function affected		
Business support roles are present in all Services in ETE. They provide support to the Services on a range of tasks, some generic and others more specialised to the Service within which they are based.		
What is the proposal?		
A further review of Business Support roles across ETE will be carried out in order to ensure that Business Support roles across ETE services are fit for purpose and that efficiencies and saving can be made were appropriate. The savings figures for the business plan proposal are £20k in 2017/18.		
Who will be affected by this proposal?		
.		
No effect on the community. Staff may be affected as part of the review.		
What positive impacts are anticipated from this proposal?		
N/A.		
What negative impacts are anticipated from this proposal?		
N/A.		
Are there other impacts which are more neutral?		
N/A.		

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

N/A

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	29.09.16	CIA drafted	Tamar Oviatt-Ham

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Economy, Transport & Environment Directorate Highways Service		Name: Richard Lumley Job Title: Head of Highways
Proposal being assessed		Contact details: Richard.lumley@cambridgeshire.gov.uk Date completed: 19/09/ 16 Date approved: 17/10/16
Upgrade streetlights to LEDs		
Business Plan Proposal Number (if relevant)	B/R.6.202	
Aims and Objectives of the Service or Function affected		
<p>Cambridgeshire County Council is responsible for maintaining the lighting on public roads (with the exception of street lights owned by Parish and District Councils or Highways England). The Authority is responsible for over 50,000 lights which consumed 14.4m kwh of energy in 2015/16.</p> <p>Over the last five years Cambridgeshire County Council have been working in partnership with Balfour Beatty to upgrade street lights across the County which has resulted in significant energy savings and reduced carbon emissions.</p> <p>Lights that have become the Authority's responsibility through public highway adoption (accrued street lights) have not been upgraded and further energy savings could be achieved by replacing the lanterns with LEDs.</p>		
What is the proposal?		
<p>It is proposed to replace approximately 2,700 accrued streetlights with more efficient LED lanterns that will deliver further energy savings and reduce the Authority's overall energy costs.</p> <p>The accrued street lights are old and inefficient in comparison to the newly upgraded lights now seen throughout the county. In some cases accrued lights burn twice as much energy compared to upgraded lights.</p> <p>It is proposed to upgrade the accrued lights with the newest LED technology. LEDs were not affordable when the PFI Contract was agreed in 2011, however since then prices have substantially reduced making LEDs a viable option when looking to replace inefficient units. The energy savings are expected to be significant.</p> <p>The proposal is in line with policies operated by other local authorities including Essex, Norfolk and Suffolk.</p>		
Who will be affected by this proposal?		
<p>The proposal will affect certain roads within the county namely recently adopted roads (approximately 300 streets comprising of circa. 2,700 street lights).</p>		
What positive impacts are anticipated from this proposal?		
<p>LED lanterns are highly energy efficient and if installed will reduce the Authority's overall energy costs. Further positive impacts include;</p> <ul style="list-style-type: none"> - longer life expectancy compared to traditional lamps - reduced light pollution - reduced light intrusion into residents' homes 		

What negative impacts are anticipated from this proposal?

- Disruption to the highway network whilst the upgrade to LED lanterns is being carried out
- Initial investment may have a longer payback period than desired
- Loss of light spill illuminating the frontage of residents' properties

Are there other impacts which are more neutral?

- The general highway user will not notice any changes as 'white light' is used throughout Cambridgeshire.

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

There is no disproportionate impact on protected characteristics from this proposal.

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	19.09.2016	Document written	Richard Lumley
1.1	17.10.2016	Title Amendment	Anna Bartol-Bibb

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Economy, Transport and Environment (ETE) Highway Service		Name: Richard Lumley Job Title: Head of Highways
Proposal being assessed		Contact details: (01223) 703839
Rationalise business support in Highways depots to a shared service.		Richard.Lumley@cambridgeshire.gov.uk
Business Plan Proposal Number (if relevant)	B/R.6.203	Date completed: 14/10/15 Date approved: 19/10/16
Aims and Objectives of the Service or Function affected		
<p>The Highway Service manages, maintains and improves the county's highway network. This includes:</p> <ul style="list-style-type: none"> Maintaining and improving the road network, bridges, traffic signals and rights of way. Managing the street lighting PFI. Managing and coordinating street works. Working with partners to reduce deaths and injuries on our roads. Keeping Cambridgeshire moving through the efficient operation of the network. <p>This Community Impact Assessment covers the impact of rationalising business support in highway depots to a shared service.</p>		
What is the proposal?		
<p>The business planning option put forward in 2015 was for a £50k saving; split £25k in 2016/17 and £25k in 2017/18, which is the equivalent of two Business Support Assistant posts.</p> <p>The saving for 2016/17 has been achieved through the deletion of an existing vacancy.</p> <p>Since this proposal was put forward a new Highway Service has been created following the merger of the Local Infrastructure & Street Management Service and the Assets & Commissioning Service. This has brought together two business support teams. Coupled with this is the current ongoing procurement of a new Highway Services contract, which could provide further opportunities to streamline business support as the contract evolves.</p>		
Who will be affected by this proposal?		
<p>Those affected by the proposal:</p> <ul style="list-style-type: none"> Staff within the service who are providing support to deliver the service. Potentially local communities across Cambridgeshire due to remaining resources having to do more self-support therefore less time spent on front line delivery. 		
What positive impacts are anticipated from this proposal?		
<ul style="list-style-type: none"> Opportunity to review current processes and streamline further where possible. 		
What negative impacts are anticipated from this proposal?		
<ul style="list-style-type: none"> Less time spent on front line delivery due to those officers having to spend more time on self-support. 		

Are there other impacts which are more neutral?

If it is possible to streamline existing processes further and join up services then in theory there should be no impact by this proposal, with the same level of service continuing.

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

There is no disproportionate impact on protected characteristics from this proposal.

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	14.10.2015	Original CIA produced.	Richard Lumley
1.1	21.09.2016	2015 CIA reviewed and updated as part of 2016 business planning process.	Richard Lumley

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Economy, Transport & Environment Directorate Highways Service		Name: Richard Lumley
Proposal being assessed		Job Title: Head of Highways
Replace rising bollards with cameras		Contact details: Richard.lumley@cambridgeshire.gov.uk
Business Plan Proposal Number (if relevant)	B/R.6.205	Date completed: 16/09/16
		Date approved: 12/10/2016
Aims and Objectives of the Service or Function affected		
<p>There are currently ten sites within Cambridge that make use of rising bollards to control traffic flow during specific times of the day. The technology that sits behind these bollards is outdated and the bollards are increasingly susceptible to failure requiring regular repair and maintenance. As part of the bollard infrastructure, vehicles permitted to pass through the bollards when in operation are issued with a transponder. However these transponders are no longer manufactured.</p>		
What is the proposal?		
<p>When the bollards are working well they fulfil their objective, namely to manage traffic flow. However all too often they are broken, which creates a heavy burden on maintenance budgets. Coupled with the outdated technology it is becoming increasingly difficult to get parts to repair the bollards.</p> <p>It is therefore proposed to replace the rising bollards with Automatic Number Plate Recognition (ANPR) cameras. The use of cameras and associated signage, whilst not presenting a physical barrier in the manner that bollards do, will still act as a deterrent due to the threat of motorists being fined.</p> <p>The back office support to the cameras will come from the current resource that is in place for the bus lane enforcement cameras, which comprises the same technology.</p>		
Who will be affected by this proposal?		
<p>The proposal only affects Cambridge City.</p> <p>In this instance the service users are road users, excluding pedestrians and cyclists. This proposal is to replace outdated infrastructure, but the new infrastructure will carry out the same function i.e. to manage traffic flow in specific roads in Cambridge. There is therefore no new impact on road users to that which currently exists, unless a road user who is not permitted to enter the area does so, in which case they will be fined.</p>		
What positive impacts are anticipated from this proposal?		
<ul style="list-style-type: none"> - Reduce the maintenance liability and ease pressure on already stretched maintenance budgets. - Could potentially provide a small revenue stream through fines. - Provide modern infrastructure that will work alongside future City Deal infrastructure. 		
What negative impacts are anticipated from this proposal?		

- Could potentially lead to increased traffic in certain areas due to the removal of a physical barrier.
- Could generate negative press if the focus is on the cameras generating income for the council.

Are there other impacts which are more neutral?

Ultimately this proposal is to replace outdated technology with modern technology, but the role of both types of infrastructure remains the same, therefore the impact should in theory be neutral.

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

There is no disproportionate impact on protected characteristics from this proposal.

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	16.09.2016	Document written	Richard Lumley
1.1	23.09.2016	Minor change to content.	
1.2	12.10.2016	One minor alteration	Christine May

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Economy, Transport & Environment Directorate Highways Service		Name: Richard Lumley
Proposal being assessed		Job Title: Head of Highways
Highways Services Transformation		Contact details: Richard.lumley@cambridgeshire.gov.uk
Business Plan Proposal Number (if relevant)	B/R.6.207	Date completed: 18/09/16
		Date approved: 12/10/16
Aims and Objectives of the Service or Function affected		
<p>Cambridgeshire County Council is the local highway authority for Cambridgeshire (excluding Peterborough) and is responsible for the management, maintenance and operation of the highway network, including public rights of way, across the county.</p> <p>The highway services that the County council undertake include:</p> <ul style="list-style-type: none"> - Highway maintenance - Road Safety Engineering & Education - Asset Management (Inc. responsibility for the definitive map) - Implementing new schemes (local projects and major infrastructure) - Transport planning and policy (including transport modelling) - Development management in support of the planning process - Winter operations (e.g. gritting) - School crossing patrols - Street Lighting (via a PFI with Balfour Beatty & Connect Roads) <p>The current highway contract commenced in September 2006 between Cambridgeshire County Council and Atkins. In 2013 Atkins sold off its operations arm to Skanska.</p>		
What is the proposal?		
<p>The county is coming towards the end of a ten year highway contract with Atkins-Skanska (due to end 30 June 2017, following a ten month extension) and is in the process of procuring a new contract. Members have asked officers to seek a strategic long term partner for an initial ten year contract, but with the option to extend to 15 years.</p> <p>The procurement process is using the competitive dialogue approach, with the new contract set to be awarded on 14 February 2017, ready to start on the 1 July 2017. Dialogue has been taking place with two interested bidders; Skanska and Kier.</p> <p>The County Council's aspiration is for a fully integrated highway service, which achieves significant savings and year on year efficiencies, whilst providing access to a flexible resource pool, in order to deliver Cambridgeshire's challenging growth agenda.</p> <p>Savings sought include £800k against the revenue budget with the first year (9 months – given contract commences 1 July) and a further £2.2million (capital and revenue) by the end of the second year of the partnership.</p>		
Who will be affected by this proposal?		
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The proposal will affect all road users across the Cambridgeshire.

The proposal will impact on all County partners involved in delivering new infrastructure that impacts on or is impacted by the public highway network.

What positive impacts are anticipated from this proposal?

- A more closely aligned and integrated highway service.
- Increased efficiencies.
- Improved customer service.
- Improved quality of work.
- Increased value for money.
- A safe and efficient highway network.

What negative impacts are anticipated from this proposal?

- In theory there should not be any negative impacts, however any new contract requires a bedding in period, especially if the new partner is not the current incumbent.

Are there other impacts which are more neutral?

There are no neutral impacts.

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

There is no disproportionate impact on protected characteristics from this proposal. The impact of the new highways service will be the same to all groups.

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	18.09.2016	Document written	Richard Lumley

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Economy, Transport and Environment (ETE) C&CS		Name: Jill Terrell Job Title: Acting Head of Service (C&CS) – Libraries and Archives Contact details: jill.terrell@cambridgeshire.gov.uk Date completed: 29/09/16 Date approved: 17/10/2016
Proposal being assessed		
Reduce library management and systems support and stock (book) fund		
Business Plan Proposal Number (if relevant)	B/R.6.209	
Aims and Objectives of the Service or Function affected		
<p>The Library Service provides free access to books, information and resources in a variety of formats to meet community needs and helps prevent more costly interventions, making a key contribution to the Council's priority to 'Help people to live healthy and independent lives'. Library services have an important role to play in the 'Digital First' agenda, by providing free internet access and support to get online. They also have a vital role in supporting literacy and promoting reading for pleasure, as a major factor in improving people's life chances. As highly trusted, safe and neutral places in the community, libraries are being developed as co-located community hubs, working with partners to make savings and acting as the Council's 'face to face' channel. They are key elements of local place-making and help to support and build community resilience.</p> <p>The provision of library services is governed by the 1964 Public Libraries and Museums Act, which states in Section 7 that Local Authorities have a statutory duty "to provide a comprehensive and efficient library service for all persons" in the area that want to make use of it. Among other things, it is required to stock adequate stocks of books, information resources and other materials and must also "have regard to encouraging both adults and children to make full use of the library service" and "lend books and other printed material free of charge for those who live, work or study in the area". Membership must be free.</p> <p>The service is delivered through 32 libraries (25 single staffed community libraries and 7 larger hub libraries), 10 community managed libraries (volunteer LAPs), 4 mobile vehicles and a range of digital and online channels, including a self service catalogue, eBooks, eAudio, eMagazines/Newspapers and online reference resources. Volunteers operate the Library at Home and Digital@Home services and Computer Buddy sessions in partnership with the service.</p> <p>Cambridge Central Library welcomes 700,000 visitors in a year and, with over half a million issues, is the fourth busiest public lending library in the country. 60% of the population have a library card and the Library Service issues nearly 3M items, receives 2.5M visits and delivers or enables 3000 community activities annually. There are 250 Reading Groups using the service, of which about 55 of them meet in libraries.</p> <p>The current budget for libraries is £3.65M. Since 2010/11, total savings of £2.5m have been achieved.</p>		
What is the proposal?		

1. Stock Fund

The stock fund provides all the resources available in libraries including books, newspapers and magazines, audio books, music CDs, DVDs and online licences for eBooks, eAudio, eMagazines, eNewspapers and online reference resources. This fund provides specialist materials such as large print, foreign languages, braille, dyslexia friendly texts, and a wide range of health and other information for independent living and targeted audiences. It also supports intelligent systems that help manage the stock and enable staff efficiencies, including purchasing automated catalogue records and producing activity reports for effective spending.

Whilst eFormats are popular, they are not replacing the printed book quickly, and they do not represent a saving over traditional formats as library copies must be licenced for multiple use. The stock operates as one resource for the county. The re-introduction of a reservation fee in June 2016, aimed at raising funds for the service, has had some impact on the movement of stock, and alternative relocation systems are in place. Partnership working within the region via SPINE (Shared Partnership in the East) has increased choice for customers and mitigated declining stock funds to a degree by enabling cross-border lending.

The proposal is to reduce the stock fund by £325k in 2017/18, with the intention to return £230k to the fund the following year – once savings are released through transformation of the service, potentially by transferring libraries to the community and restructuring as part of a potential community hubs strategy in 2018/19. This would leave an overall reduction of £110k, which is 15% of the current book fund. £325k is 45% of the current fund. £200k was removed in 2016/17.

It is anticipated that savings will be made across all areas of stock, including children's books. The service will cease to provide new music CDs, new DVDs, any printed magazines or newspapers and will reduce online resources. In addition it will intend to raise income by introducing a subscription for Reading Groups of £30 per annum; Reading Groups have been consulted on this proposal.

2. ICT systems and stock support

IT systems support the Library Management System (public catalogue, online reservations, mobile app, 770,000 online transactions, public PC bookings, internet and WIFI services and self-service transactions in libraries) which accounts for 87% of all loans, returns and renewals. This IT support is highly valued by the ten volunteer community libraries that currently exist and it will still be required to support both Council and voluntary run libraries, as an essential core business system, in the future. However it is proposed to make small savings from IT contracts and general purchases in the region of £5k. This saving will carry an element of risk for the business as it will mean the deletion of support contracts for a number of self-service machines. The other £10k in savings is likely to be achieved by re-routing the van delivery service which could impact on services to the volunteer managed libraries and slow the delivery of reservations and requests. The service will also look at the mobile library routes to seek efficiencies, using 3 vehicles rather than 4, whilst visiting the same number of sites. Mobile library users will be consulted about proposed changes to routes.

Who will be affected by this proposal?

The Library Service is an universal service and these proposals will impact on children, families, adults, older people, job seekers and vulnerable people using the library for information, and Reading Groups.

What positive impacts are anticipated from this proposal?

There will be a complete review of the stock provision. The service will invite donations of funds (it now has the ability to gather donations electronically) and books. It is likely to attract attention from campaign groups and local people who may be able to support the stock fund in other ways.

What negative impacts are anticipated from this proposal?

There is likely to be reputational risk for the Council. Other authorities have attracted national media attention with severe reductions in the book fund, and there has already been one local petition and protest at Central Library in opposition to reducing the book fund. The greatest impact will be the inability to satisfy stock reservations and requests from customers. Some target groups will have reduced choice and limited up to date titles to choose from.

Are there other impacts which are more neutral?
Customers will have an established library stock to choose from.

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	X
Disability	X
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	X
Deprivation	X

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

Limiting the stock fund will directly impact on special-interest materials in the non-fiction and online reference collections, impacting specific research and learning needs; it will limit the range and availability of stock in rural and local libraries outside the hubs as less stock will be purchased – this will push up the waiting time on reservations, which is already long. It will also reduce the depth and breadth of new adult and children stock available county-wide, which is mitigated to some degree by partnership working but this is not a cost-neutral option; and could affect the range of specialist resources for those with particular needs around languages, reading ability and visual texts. Feedback from public consultation carried out last year demonstrated that it was books that customers said they value above all of our other services in libraries.

The removal of new stock in audio-visual categories, such as music CDs and DVDs will impact those who use these collections for leisure, study and research. The inability to provide printed newspapers and magazines will impact a large number of people who visit the library for this purpose. eNewspapers and eMagazines will still be available for those with devices capable of downloading them.

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	29.09.2016		Jill Terrell
1.1	29.09.2016	Minor changes	Christine May

1.2	12.10.2016	Minor changes	Christine May
1.3	17.10.2016	Title amendment	Anna Bartol-Bibb
1.4	9.12.2016	Minor changes	Jill Terrell

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Economy, Transport & Environment Directorate Highways Service		Name: Richard Lumley
Proposal being assessed		Job Title: Head of Highways
Road Safety projects and campaigns- savings required due to changes in Public Health grant		Contact details: Richard.lumley@cambridgeshire.gov.uk
Business Plan Proposal Number (if relevant)	B/R.6.211	Date completed: 16/09/16
Date approved: 12/10/16		
Aims and Objectives of the Service or Function affected		
<p>Cambridgeshire County Council's Road Safety Education team are responsible for managing and running campaigns and events linked to Road Safety themes. This includes work with schools, radio campaigns, nationally recognised campaigns (e.g. drink drive, seat belts etc.) and locally based events.</p>		
What is the proposal?		
<p>The Road Safety Education team currently receive a Public Health grant of £189k. This is on the basis that the team's objectives are aligned to Public Health outcomes. However from the 1 April 2017 the Public Health grant is being reduced by £84k.</p> <p>In order to accommodate this reduced funding the team will scale back the number and level of campaigns it carries out. In addition the County Council has agreed to work much more collaboratively with the Emergency Services and Policy Crime Commissioner through the Cambridgeshire & Peterborough Road Safety Partnership.</p> <p>Specific programme elements that will be scaled back significantly or removed entirely unless alternative funding can be sourced externally are:</p> <ul style="list-style-type: none"> - Children's Traffic Club – resources currently delivered to approx. 2500 families of 3 year old children via their early years setting - Publicity/marketing activity funded by CCC budget e.g. motorcycle safety, cycle safety, fresher's fair (other publicity/marketing is delivered through the Road Safety Partnership via Police channels) - Theatre in Education related to promoting active travel and teenage road safety 		
Who will be affected by this proposal?		
<p>.</p> <p>The proposal will affect those across the County who currently take up the offer of road safety education – schools, specific road user groups e.g. motorcyclists etc.</p>		
What positive impacts are anticipated from this proposal?		
<ul style="list-style-type: none"> - Increased collaboration and partnership working through the Cambridgeshire & Peterborough Road Safety Partnership. 		
What negative impacts are anticipated from this proposal?		
<ul style="list-style-type: none"> - Reduced impact of campaigns. - Potential increase in road user casualties. - Reduced level of road safety education to children. 		

Are there other impacts which are more neutral?

- No requirement at this stage to further reduce staff resource in an already very small road safety education team.

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	x
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

It is likely that the greatest impact will be on young children who could miss out on road user education and grow up without the required behaviour, understanding or awareness to remain safe on the roads.

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	16.09.2016	Document written	Richard Lumley
1.1	30.09.2016	Minor changes	Briony Davies
1.2	12.10.2016	Minor changes	Christine May

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Economy, Transport & Environment Directorate Highways Service		Name: Richard Lumley
Proposal being assessed		Job Title: Head of Highways
Move to full cost-recovery for non-statutory highways works		Contact details: Richard.lumley@cambridgeshire.gov.uk
Business Plan Proposal Number (if relevant)	B/R.6.213	Date completed: 18/09/16
		Date approved: 12/10/16
Aims and Objectives of the Service or Function affected		
<p>Cambridgeshire County Council's highway service facilitates the local highway improvement (LHI) initiative and third party (privately funded) schemes) on the public highway, across Cambridgeshire.</p> <p>In both cases these are community led and funded (LHI require a minimum 10% contribution to the scheme cost), small scale highway improvement schemes.</p> <p>Highway's officers work closely with local communities, local members and Parish / Town councils to support, guide and implement the desired improvements.</p>		
What is the proposal?		
<p>The County Council is aware that at present not all costs associated with this work are being accurately recorded and thus recovered. Given the significant pressure on budgets it is important that true cost of work is known and that those communities that want highway schemes to take place are aware of the full cost and can then cover the cost.</p> <p>It is proposed to implement a time recording system for all highways staff across the county to use, to start recording the time spent on individual projects. This information will then build up a picture of how much a particular type of scheme will cost, thereby enabling the Council to provide accurate quotes for schemes. This in turn will allow the applicant to make an informed decision as to whether or not they wish to proceed.</p> <p>Council officers will be educated in the use of the system and the more commercial approach that the organisation needs to take going forward.</p> <p>Greater transparency will also enable the County Council to resource itself accordingly, therefore ensure that if the money is available from the applicants then the scheme can be progressed.</p>		
Who will be affected by this proposal?		
<p>The proposal will affect all those that wish to apply for highway improvement schemes, either via the LHI application process or privately funded work.</p> <p>County Council staff will have to change their mind set and approach to delivering LHI and privately funded schemes, ensuring that time is recorded accurately in order to recover the full cost of schemes.</p>		
What positive impacts are anticipated from this proposal?		
<ul style="list-style-type: none"> - Reduced pressure on already stretched budgets, therefore potential for the money to go further. - Greater transparency regarding small scale highway improvement schemes. - County staff becoming more commercially minded. - Increased certainty that schemes will be delivered due to appropriate resource and better programme management. 		

What negative impacts are anticipated from this proposal?

- The cost of schemes to communities will increase.
- Poorer communities may not be able to fund highway improvements.
- Could lead to an increased divide between areas of the county.

Are there other impacts which are more neutral?

There are no neutral impacts.

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	x

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

The likelihood is that the cost of schemes will increase; therefore some of the more deprived communities may not be able to afford to pay for highway improvement schemes. However there are still other types of funding available through the local transport plan that will ensure the whole county benefits from highway improvements. The LHI initiative is also designed in such a way that communities only have to pay a contribution, rather than cover the cost of the whole scheme.

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	18.09.2016	Document written	Richard Lumley
1.1	12.10.2016	Minor change	Christine May

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Economy, Transport and Environment Directorate Infrastructure Management and Operations- Waste		Name: Daniel Sage Job Title: Strategic Project Manager Contact details: 07587 585457 Date completed: 7/09/16 Date approved: 12/10/16
Proposal being assessed		
Renegotiation of Waste PFI contract		
Business Plan Proposal Number (if relevant)	B/R.6.302	
Aims and Objectives of the Service or Function affected		
<p>CCC has a 28-year Waste PFI Contract with Amey. The Contractor operates the following services on our behalf:</p> <ul style="list-style-type: none"> ○ Residual waste (black bin) treatment through an Mechanical Biological Treatment (MBT) plant ○ Kerbside garden and kitchen waste disposal (green bins) through an in-vessel composting plant ○ Garden waste from Household Recycling Centres (HRC) through an open air windrow ○ Operation of 9 Household Recycling Centres ○ Operation of 2 Waste Transfer Stations (for bulking up waste in March and Alconbury before being transported in large lorries to Waterbeach) ○ Conference and Education Facilities ○ Associated transport and equipment provision <p>The Waste PFI contract is costing the Council more than comparatively newer contracts so the intention is to renegotiate this to remove significant cost. As this is the largest contract within ETE, it is potentially the area which can generate the most savings.</p>		
What is the proposal?		
<p>CCC, in partnership with Defra, are carrying out a major review of the Waste PFI Contract with the intention of making fundamental changes to the contract in order to deliver significant savings.</p> <p>Everything in terms of the contract is in scope, including re-financing, changes to processing methods and reducing the services provided under the contract.</p> <p>A high-level negotiating group has been set up with senior representatives from both organisations. The negotiating group will be responsible for identifying the changes needed to deliver the savings required. A Members' Steering Group has also been set-up to give a steer to officers on the direction of the negotiations and the service review.</p>		
Who will be affected by this proposal?		
<p>At this stage in the review it is difficult to identify whether there will be an impact on Cambridgeshire residents. The core of the review seeks fundamental changes to the way the MBT facility processes waste, and these changes are unlikely to directly affect residents or local communities. Once the options for the review are agreed, there may be a separate Community Impact Assessment carried out if it is considered that the changes will have an impact on the local community.</p> <p>As part of the overall savings programme there is likely to be a review of the Household Recycling Centres, although this will be carried out separately from this project. Until this review is carried out it is unclear what the impact on communities will be.</p>		
What positive impacts are anticipated from this proposal?		

The existing waste solution relies on using landfill to treat outputs from the Mechanical and Biological Treatment facility. The review is seeking to move away from this approach and look for more sustainable and cost-effective solutions to recover value from these outputs. One area being considered, for instance, is utilising the outputs as a Refuse Derived Fuel in an Energy from Waste facility.

What negative impacts are anticipated from this proposal?

The Household Recycling Centres are the front-facing service within the Waste PFI. Therefore, should the review include any changes to these services it is expected that this may affect residents. However, it is unclear whether the changes will have a negative impact on the residents or whether they will simply be different than what is currently offered.

The Waste PFI treatment and disposal infrastructure is located at Waterbeach Waste Management Park. At present, the majority of outputs from the MBT facility are dealt with at the Waterbeach site. Should an alternative to landfill be agreed, some material may need to be exported to alternative treatment facilities which could have an impact on the highway network.

Are there other impacts which are more neutral?

It is likely that the vast majority of changes arising from the review will have a neutral impact on the community. Issues such as refinancing, improving plant efficiency and more effective contract management will not have a visible impact on the community.

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

None identified at this stage.

Version Control

Version no.	Date	Updates / amendments	Author(s)
1	19.09.2016	CIA drafted	Dan Sage
2	12.10.2016	Minor changes	Christine May

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Economy, Transport and Environment (ETE) Community and Cultural Services- Libraries, Archives and Information		Name: Alan Akeroyd Job Title: Archives Manager
Proposal being assessed		Contact details: alan.akeroyd@cambridgeshire.gov.uk Date completed: 07/09/16 Date approved: 19/12/16
Increase income from digital archives services		
Business Plan Proposal Number (if relevant)	B/R.7.100	
Aims and Objectives of the Service or Function affected		
<p>The Archive service has a dedicated in-house digitisation unit which specialises in the high quality digitisation of archival records. The unit has one part time member of staff and attracts digitisation work from (1) archive service users who wish to acquire copies of documents held by the archives service and (2) outside bodies who have valuable historical items of their own they do not wish to entrust to commercial companies for digitisation but which they are happy to entrust temporarily to the county's archives service. The service currently operates from a general office within Shire Hall. The current annual income target for the digitisation unit is £8,000.</p>		
What is the proposal?		
<p>Cambridgeshire Archives are tasked with raising an additional £25k income – primarily from the digitisation of collections. The current income target is £8k, so this is a significant increase and will be a challenge. The new Archive Centre in Ely is due to be operational from 2018, when fit-for-purpose facilities will be available that will enable the service to (1) promote the existence and quality of the service, and (2) increase charges as much as the market will bear. However, the increased income target is required in 2017/2018.</p> <p>In order to deliver to this target, the service has signed a contract with Ancestry.com for the digitisation and online publication of electoral registers. The service will receive a royalty from each image sold online, and whilst the service will not launch to the public until February 2018, there is an advance payment to the service whilst the 6 million images are being prepared. In addition, some services will be charged for the storage of records where appropriate.</p> <p>This is a challenging income target for a small service and is a considerable stretch beyond the current income target. The proposal assumes that the current digitisation equipment, purchased in 2015/16, continues to work well, and that there is adequate support from within the organisation to support the IT equipment and online presence in order to promote the income stream. A major income generator for Archives would be the digitisation and online publication of the parish registers from 1538 onwards. The service is investigating how to achieve this and would like to start such a project during 2017-18. The register project would be much larger than the electoral registers project and would ultimately generate significantly more revenue, but the registers are handwritten and therefore cannot be run through OCR software. The tens of millions of images captured would need to be manually transcribed and indexed, which is time-consuming. Even if a contract is successfully signed in 2017 the project would not realistically launch online until 2019/20 at the earliest.</p>		
Who will be affected by this proposal?		
<p>.</p> <p>The proposal affects users of Cambridgeshire Archives. This includes local residents, national and international researchers and work with local schools / students.</p>		
What positive impacts are anticipated from this proposal?		

By making more digital documents available for purchase, some users will no longer be obliged to visit the archives in order to carry out their research. This increases the accessibility of the documents for all.

The document searchrooms will still need to continue, as the majority of documents will still exist in original form. Digitisation is a lengthy process and many users will prefer to, or may need to for research purposes, consult the originals. Given the scale of the holdings (well over 1,000 cubic metres of documents) it will be many decades before a majority of records are digitised.

What negative impacts are anticipated from this proposal?

None

Are there other impacts which are more neutral?

Digitisation raises the profile and reputation of Cambridgeshire Archives, and by extent the County Council.

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

N/A

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Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	09.2016		Alan Akeroyd
1.1	19.12.2016	Expansion on proposal outline	Jill Terrell

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Economy, Transport and Environment (ETE) Highway Service		Name: Richard Lumley Job Title: Head of Highways Contact details: (01223) 703839 Richard.lumley@cambridgeshire.gov.uk Date completed: 21/09/16 Date approved: 22/11/16
Proposal being assessed		
Introduce a charge for commercial events using the highway		
Business Plan Proposal Number (if relevant)	B/R.7.109	
Aims and Objectives of the Service or Function affected		
<p>The Highways service manages, maintains and improves the county's highway network. This includes:</p> <ul style="list-style-type: none"> Maintaining and improving the road network, bridges, traffic signals and rights of way. Managing the impact of new developments on the network and providing advice to planning authorities. Working with partners to reduce deaths and injuries on our roads. Keeping Cambridgeshire moving through the efficient operation of the network. <p>This Community Impact Assessment covers the impact of introducing a charge for all commercial events using the highway.</p>		
What is the proposal?		
<p>At present event organisers of charity and community events do not have to pay for the privilege of closing roads or officer time to process the event applications. The impact on resources for managing such events is significant, as well as the impact on the wider highway network and travelling public.</p> <p>The business plan proposal is to extend the charge to include charity and community events, which are deemed to be large in nature and this result in a significant impact on the operation and running of the highway network, as well as the level of resource required to manage the staging of the event.</p>		
Who will be affected by this proposal?		
<p>- All those individuals / organisations / local communities that run large scale events on the public highway.</p>		
What positive impacts are anticipated from this proposal?		
<p>- All costs associated with helping to facilitate the event would be covered, e.g. staff cost.</p> <p>- Ensure better management / coordination of the events with the wider operation of the highway network.</p>		
What negative impacts are anticipated from this proposal?		

- Impacts on community cohesion.
- Increased cost of running an event on the highway.

Are there other impacts which are more neutral?

None.

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	x

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

Special events have the potential to engender community spirit and inject a sense of well-being and feel good within a community. In addition, events can help promote a local area and help the local economy (depending on the event type).

The addition of a charge to encompass large community / charity events could result in some of the more deprived communities opting against holding certain types of events and therefore missing out on the positive benefits events can bring.

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	14.10.2015	Original CIA produced	Richard Lumley
1.1	21.09.2016	CIA amended as per the updated template as part of the 2016 business planning process.	Richard Lumley
1.2	22.11.2016	CIA amended to reflect further comments at H&CI committee.	Richard Lumley

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Economy, Transport & Environment Directorate Highways Service		Name: Richard Lumley
Proposal being assessed		Job Title: Head of Highways
Increase highways charges to cover costs		Contact details: Richard.lumley@cambridgeshire.gov.uk
Business Plan Proposal Number (if relevant)	B/R.7.110	Date completed: 16/09/16
		Date approved: 12/10/16
Aims and Objectives of the Service or Function affected		
<p>Cambridgeshire County Council carries out a number of tasks that are chargeable, both statutory (e.g. section 74 – overstay charges) and discretionary (e.g. skip licence). These tasks enable the County Council to carry out its role as Highway Authority effectively, as well as allowing actions to take place on the highway network in a safe and managed way, for example carrying out traffic counts and implementing new highway schemes.</p>		
What is the proposal?		
<p>In the majority of cases the officer time and cost involved in undertaking the task outweighs the fee that is charged to the applicant. Therefore it is proposed that year on year highway fees and charges are reviewed and increased accordingly to ensure that where permitted the full cost of managing and administering the task is covered.</p>		
Who will be affected by this proposal?		
<p>The proposal will affect all those across the County who currently apply to the County Council for highway related tasks / work. For example to have a dropped kerb installed or a business wishing to place and tables & chairs on the public highway.</p>		
What positive impacts are anticipated from this proposal?		
<ul style="list-style-type: none"> - Ability to continue providing the services that the public want. - Potential to create revenue streams. 		
What negative impacts are anticipated from this proposal?		
<ul style="list-style-type: none"> - Increased cost to the applicants. 		
Are there other impacts which are more neutral?		
<ul style="list-style-type: none"> - Retaining sufficient resource to manage and administer the relevant processes. - A managed and coordinated approach to carrying out highway functions. - A good level of service for the applicants. 		

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

None of the categories above are disproportionately affected. The increased cost applies only to those that require the service for which they are applying for.

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	16.09.2016	Document written	Richard Lumley
1.1	16.09.2016	Minor amendments	Emma Middleton

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Economy, Transport & Environment Directorate Highways Service		Name: Richard Lumley
Proposal being assessed		Job Title: Head of Highways
Maximise efficiencies through permitting		Contact details: Richard.lumley@cambridgeshire.gov.uk
Business Plan Proposal Number (if relevant)	B/R.7.111	Date completed: 16/09/16
		Date approved: 12/10/16
Aims and Objectives of the Service or Function affected		
<p>Cambridgeshire County Council is the local highway authority for Cambridgeshire (excluding Peterborough) and is therefore responsible for the management and coordination of works that take place on the public highway. The County Council's Street Work's team is the team that carries out this role and assists the Traffic Manager to fulfil our network management duty. This is a statutory duty that requires the highway authority to ensure the safe and efficient movement of traffic (including pedestrians and cyclists).</p> <p>Currently works on the highway are managed and coordinated using the Noticing regime, as per the New Roads & Street Works Act 1991.</p>		
What is the proposal?		
<p>A Permitting scheme (under the Traffic Management Act 2004) has now been introduced to carry out the management and coordination of works on the public highway. A permitting scheme gives the Highway Authority much greater control and power to say when and how work is carried out, thereby increasing collaboration, encouraging early engagement and ultimately reducing disruption to road users.</p> <p>Works agents (including utilities and our own contractors) now have to apply for a permit each time they wish to carry out work on the highway. As part of this process the Highway Authority is able to apply conditions to the permit, which if ignored will result in substantial fines against the companies carrying out the work.</p>		
Who will be affected by this proposal?		
<p>The proposal affects all roads within the County that form the public highway.</p> <p>This change will impact on all County partners and work's operators / agents that carry out work on the public highway. All road users will also be affected, albeit in a positive way, by the proposal.</p>		
What positive impacts are anticipated from this proposal?		
<ul style="list-style-type: none"> - Reduce disruption to road users. - Improved management and coordination of road works. - Greater forward visibility of upcoming works. - Greater collaboration and partnership working between utilities and County partners. - Creation of a revenue stream. - All costs associated with the management and operation of the scheme are covered by the scheme. 		

What negative impacts are anticipated from this proposal?

- Increased staff resource required to manage the scheme.
- Budget needs to be identified to cover initial set up costs.

Are there other impacts which are more neutral?

There are no neutral impacts.

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	
Deprivation	

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

There is no disproportionate impact on protected characteristics from this proposal.

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	16.09.2016	Document written	Richard Lumley
1.1	12.10.2016	Updated	Christine May
1.2	19.12.2016	Title updated	Anna Bartol-Bibb

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
		<p>Name: Owen Garling</p> <p>Job Title: Business Analyst</p> <p>Contact details: owen.garling@cambridgeshire.gov.uk</p> <p>Date completed: 7th October 2016</p> <p>Date approved:</p>
Proposal being assessed		
Citizen First, Digital First		
Business Plan Proposal Number (if relevant)		
Aims and Objectives of the Service or Function affected		
<p><i>A brief summary of the current service or arrangements in this area</i></p> <p>Citizen First, Digital First is Cambridgeshire County Council's strategy for engaging with the citizens of Cambridgeshire. The principle underpinning the Citizen First, Digital First strategy is that we will put Cambridgeshire's citizens at the heart of everything that we do.</p> <p>We will use this principle to transform the organisation 'from the outside in' by:</p> <ul style="list-style-type: none"> Designing how we operate from the perspectives of our citizens and involving them in the design process; and Using technology to support this approach. <p>This strategy will therefore affect all those services and functions across the organisation that currently engage with the citizens of Cambridgeshire.</p>		
What is the proposal?		

Describe what is changing and why

An Outline Business Case was taken to General Purposes Committee in July 2016 to request funding from the Transformation Programme to enable us to invest in the technology that will enable us to transform how we engage with our citizens and businesses. We are investing in this technology to ensure we are operating as efficiently as possible and to deliver some tangible improvements for our citizens.

The technology that we require will help us to:

1. **Ensure that our digital presence is engaging and easy to use** – if we want to become a truly digital organisation then we need to ensure that people will want to engage with us through our digital channels whether they want to complete a transaction with us, or are looking for information and advice. Equally, our digital channels will be the way in which we communicate and engage with the people of Cambridgeshire.

We therefore need to ensure that our digital services are so straightforward and convenient that all those who can use them will choose to do so, whilst those who cannot are not excluded.

2. **Integrate our systems** - To our customers we may appear to be an organisation that is embracing the opportunities that digital technologies present – for instance when they complete a form online to transact with us – but behind the scenes there is still a reliance on multiple systems leading to manual re-keying of information, hand-offs between services and duplication throughout the system.

We therefore want to invest in technology that will enable us to directly integrate our various systems, to both improve the customer experience of transacting with us, by providing quicker and clearer processes and enabling customers to track progress themselves, but also driving costs out from across the organisation by reducing the inefficiencies of our current fragmented approach.

Who will be affected by this proposal?

A proposal may affect everyone in the local authority area or alternatively it might affect specific groups or communities, please describe

- *Whether the proposal covers all of Cambridgeshire or specific geographical areas*
- *Which particular service user groups would be affected*
- *Whether certain demographic groups would be affected more than others*
- *Any other information to describe specifically who would be affected*

This proposal will affect everyone in the local authority area who engages with Cambridgeshire County Council, whether that be through transacting with the council or seeking advice and information.

The proposal will also affect those people in the local authority area who do not currently engage with Cambridgeshire County Council, but who we would like to engage with.

What positive impacts are anticipated from this proposal?

This proposal should make it easier for the citizens and businesses of Cambridgeshire to complete transactions with Cambridgeshire County Council by improving the customer experience. Improving the efficiency of our processes and integrating our IT systems will also mean that citizens' transactions are fulfilled more quickly.

This proposal should also make it easier for the citizens and businesses of Cambridgeshire to find the information that they need without having to make direct contact with Cambridgeshire County Council.

What negative impacts are anticipated from this proposal?

There is a possibility that some people in Cambridgeshire – such as those at risk of digital exclusion and those with low levels of digital literacy – may experience some barriers to engaging with Cambridgeshire County Council as a result of the proposed approach.

Work will be undertaken to reduce this possibility by:

- Always ensuring that services are designed from the outset specifically for those groups that need to access them taking into account any possible issues that they may have.
- Ensuring that there are channels in place – both face-to-face and by telephone – to support these groups.

Are there other impacts which are more neutral?
<p><i>This might be where people receive a very different service or support from the local authority as a result of the proposal but this is not considered to be better or worse than before – just different.</i></p> <p>Depending on the re-design process and the current customer experience, there may be some services where there is little direct impact on people. A clearer understanding of this will be developed through the design process.</p>

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	✓
Disability	✓
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	✓
Sexual orientation	
Rural isolation	✓
Deprivation	✓

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

If any of the boxes above have been ticked to indicate that people with the protected characteristics will be affected more than other people then use this section to describe that impact and any measures which will be put in place to mitigate those potential impacts

Evidence¹ indicates that:

- People over the age of 65 have a lower level of digital skills than other age groups;
- People with disabilities are less likely to have digital skills and capabilities;
- Women are likely to have lower levels of digital skills than men;
- People in rural areas have lower digital skills than people in suburban, urban and metropolitan areas with lower internet access a contributing factor; and
- Digital skills decrease as incomes fall, with 70 per cent of C2DEs having a Basic Online Skill level compared to 91 per cent of ABC1s.

Therefore there is a risk that these people may be disproportionately affected by taking an approach that puts digital first.

To mitigate that risk, work will be undertaken to:

- Always ensure that services are designed from the outset specifically for those groups that need to access them taking into account any possible issues that they may have in relation to barriers to use.
- Ensure that there are channels in place – both face-to-face and by telephone – to support these groups and enable them to access these services. These will be our Assisted Digital channels.
- Build on the work that is already undertaken in our communities to develop people's digital skills to enable them to benefit from the advantages – both in terms of engaging with Cambridgeshire County Council, but also the wider benefits – that being online will bring.
- Ensure that there is the appropriate digital infrastructure in Cambridgeshire.

¹ See https://goon-uk-prod.s3-eu-west-1.amazonaws.com/uploads/Basic%20Digital%20Skills_UK%20Report%202015_131015_FINAL.pdf and <https://www.gov.uk/government/publications/government-digital-inclusion-strategy/government-digital-inclusion-strategy>, accessed 7th October 2016

Version Control

Version no.	Date	Updates / amendments	Author(s)
0.1	7 th October 2017	Initial draft	Owen Garling

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Public Health		Name: Val Thomas.....
Service / Document / Function being assessed		Job Title: Consultant in Public Health
Cambridgeshire Community Services contract for Integrated Sexual Health Services		Contact details: val.thomas@cambridgeshire.gov.uk
Date completed: 26 th September 2016		Date approved: 6 th December 2016
Business Plan Proposal Number (if relevant)	E/R.6.003	
Aims and Objectives of Service / Document / Function		
<p>The Local Authority commissions an Integrated Sexual Health and Contraception Service from Cambridgeshire Community Services. Sexual health clinics offer testing, treatment and contact tracing for people at risk of sexually transmitted infections. Services are 'open access' – i.e. people can refer themselves and are entitled to be seen. They are a mandated local authority public health service under the Health and Social Care Act (2012). The Integrated Service commissioned in 2014 brought together sexual health and contraception services.</p> <p>It was commissioned to meet the following main objectives.</p> <ul style="list-style-type: none"> • Integrate sexual health and contraception services so that patients are able to address all their sexual health and contraception needs in one service and location. • Address the health inequalities and inequities of service provision between the north and south of the county • Modernise the service to ensure that it is efficient and cost effective. 		
What is changing?		
<p>There will be reduction in the contract value for 2016/17 and 2017/18. CCS has been asked to find efficiencies. Initial discussions indicate that these will focus upon the following areas.</p> <ul style="list-style-type: none"> • Reviewing and identification of clinics where uptake is low and there are other services locally which are accessible. • Reviewing of clinic opening times to identify if the out of hours services are fully utilized. Out of hours clinics cost more to operate due to increased staff costs. <p>There have been changes in the demand for some of the Sexual Health and Contraception clinics across Cambridgeshire.</p> <p>A review of some of the service locations has resulted in limited changes to some clinics in terms of number and opening hours in 2016/17 to accommodate cost savings. Further review of the demand for clinics in different locations will inform any changes in 2017/18. This is currently being formulated with Cambridgeshire Community Services.</p>		
Who is involved in this impact assessment?		
e.g. Council officers, partners, service users and community representatives.		
This CIA was completed by Council Officers		

What will the impact be?

Tick to indicate if the expected impact on each of the following protected characteristics is positive, neutral or negative.

Impact	Positive	Neutral	Negative
Age		x	
Disability		x	
Gender reassignment		x	
Marriage and civil partnership		x	
Pregnancy and maternity		x	
Race		x	

Impact	Positive	Neutral	Negative
Religion or belief		x	
Sex		x	
Sexual orientation		x	
The following additional characteristics can be significant in areas of Cambridgeshire.			
Rural isolation		x	
Deprivation		x	

For each of the above characteristics where there is an expected positive, negative and / or neutral impact, please provide details, including evidence for this view. Consider whether the impact could be disproportionate on any particular protected characteristic. Describe the actions that will be taken to mitigate any negative impacts and how the actions are to be recorded and monitored. Describe any issues that may need to be addressed or opportunities that may arise.

Positive Impact
None
Negative Impact
None
Neutral Impact
The aim will be to ensure that services will meet current demand and that any service efficiencies will be based on an assessment of service demand and what is known about local needs. Priority will be given to realising savings from services in the less deprived areas where residents are more likely to be able to access services in other areas.
Issues or Opportunities that may need to be addressed
If intelligence indicates that sexual health needs are not being met in the more deprived areas then alternative savings would be required. The potential for co-locating services in the new Wisbech Clinic could be considered. Drug and Alcohol Services could be a possible option to co-locate with Sexual Health Services.

Community Cohesion

If it is relevant to your area you should also consider the impact on community cohesion.

N/A

Version Control

Version no.	Date	Updates / amendments	Author(s)
2	26/09/16		Val Thomas

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Public Health		Name: Val Thomas.....
Service / Document / Function being assessed		Job Title: Consultant in Public Health
Review exercise referral schemes and potential to joint fund with the NHS		Contact details: val.thomas@cambridgeshire.gov.uk 01223 703264
Business Plan Proposal Number (if relevant)	E/R.6.006	Date completed: 5 th December 2016 Date approved:

Aims and Objectives of Service / Document / Function

Exercise Referral Schemes

Exercise referral schemes seek to increase someone's physical activity levels on the basis that physical activity has a range of positive health benefits. Currently Public Health provides a grant to Huntingdonshire District Council and to Cambridge City Borough Council that contribute to the exercise referral schemes that they provide through their Leisure Services. Patients are assessed by their local GP and if they do not meet the guidelines for levels of physical activity and have a long term health condition they are able to be referred to their local scheme. There a personal assessment by a physical activity specialist determines what programme of physical activity would best suit their needs.

This approach reflects current evidence found in NICE Guidance for Exercise Referral Schemes.

<http://www.nice.org.uk/guidance/ph54/>

This Guidance states that referrals should only be made for people who are sedentary or inactive and have existing health conditions (Long Tern Conditions) that put them at risk of ill health. They are should not be adopted as a public health promotion intervention to increase levels of physical activity in the general population

Workplace I Physical Activity Programme

A pilot workplace physical activity programme based on the NICE business case "promoting physical Activity in the Workplace (2008) was delivered for 18 months (commencing September 2014). The importance of workplace wellbeing is becoming increasingly recognised in the UK and locally in the Authority. The "Fit4Life" project aimed to increase staff retention and reduce sickness absence rates for employees based at Scott House, Huntingdon. This was to be accomplished by increasing employee participation in physical activity; providing opportunities to be more active within the workplace whilst raising the profile of other physical activity opportunities.

<https://www.nice.org.uk/guidance/ph13/.../business-case-65652733>

What is changing?

Exercise Referral Schemes

The funding of exercise referral schemes has been reviewed and in view of the inequitable funding amongst the districts and that exercise referral is not an intervention that affects population uptake of physical activity it is

proposed to discontinue funding of £48k to the two local district authorities.

In addition in line with the rules of the Public Health Grant all services funded by it are free at the point of delivery but it should be noted that exercise referral is provided by all District Authorities but there is a fee to clients. However Huntingdonshire District Council provides a free service to all those referred by GPs with around 25% of referrals being funded by Public Health. The funding that Public Health gives to Cambridge City enables it to offer a limited number of free exercise referral courses in areas of deprivation.

The proposal is in the context of the Health Committee agreeing funding of £513k over two years for a countywide physical activity programme that will be implemented in all the districts by the local councils. This will be focused on improving population levels of physical activity through new programmes and building pathways between the different services and opportunities for people to be physically active.

In addition Public Health has raised the issue of Exercise Referral schemes with the CCG in view of the number of referrals that GPs make to the schemes across the county so that it might consider at some stage allocating funding to support the schemes.

Workplace Physical Activity Programme

An additional 16k recurrent saving has been identified which has resulted from the end of the workplace physical activity pilot at the County Council premises Scott House. The evaluation and learning from implementing the pilot programme is now mainstreamed as part of a wider Healthy Workplace initiative that is being delivered across the whole organisation. This is in accordance with the recommendations from the NICE (2015). These new guidelines on workplace and management practices to improve the health and wellbeing of employees highlighted the need for leadership and senior management involvement in supporting the health and wellbeing of employees.

<https://pathways.nice.org.uk/pathways/workplace-health-policy-and-management-practices>

<https://www.nice.org.uk/guidance/ph13>

Who is involved in this impact assessment?

e.g. Council officers, partners, service users and community representatives.

This CIA was compiled by Council officers

What will the impact be?

Tick to indicate if the expected impact on each of the following protected characteristics is positive, neutral or negative.

Exercise referral scheme

Impact	Positive	Neutral	Negative
Age			x
Disability			x
Gender reassignment		x	
Marriage and civil partnership		x	
Pregnancy and maternity		x	
Race		x	

Impact	Positive	Neutral	Negative
Religion or belief		x	
Sex		x	
Sexual orientation		x	
The following additional characteristics can be significant in areas of Cambridgeshire.			
Rural isolation			x
Deprivation			x

Workplace Physical Activity Programme

Impact	Positive	Neutral	Negative
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Age	x		
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Disability	x		
Gender reassignment		x	
Marriage and civil partnership		x	
Pregnancy and maternity		x	
Race		x	

Impact	Positive	Neutral	Negative
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Religion or belief		x	
Sex		x	
Sexual orientation		x	
The following additional characteristics can be significant in areas of Cambridgeshire.			
Rural isolation	x		
Deprivation	x		

For each of the above characteristics where there is an expected positive, negative and / or neutral impact, please provide details, including evidence for this view. Consider whether the impact could be disproportionate on any particular protected characteristic. Describe the actions that will be taken to mitigate any negative impacts and how the actions are to be recorded and monitored. Describe any issues that may need to be addressed or opportunities that may arise.

Positive Impact
<p>Exercise Referral Schemes</p> <p>None. There are no positive impacts in terms of the exercise referral schemes, however there is the opportunity to develop countywide schemes for physical activity in the whole population that will improve access and reduce inequity of provision.</p> <p>In the longer term the CCG may provide funding that is more equitable across the county.</p> <p>Workplace Physical Activity Programme</p> <p>Workplace Physical Activity Programmes aim to embed physical activity into workplace activities and provide an opportunity to take part in different activities. The Project is now embedded into the Scott House workplace. Those employees who through age, disability, rural isolation and deprivation have less access or opportunities to take part in physical activity have benefitted for this now established Programme.</p>
Negative Impact
<p>Exercise Referral</p> <p>Public Health funded exercise referral schemes will continue but district councils will charge a fee, which will impact most upon the deprived, those who are more rurally isolated who already have higher travel costs, and the young, older age groups and those with disabilities who are more likely to be impoverished.</p> <p>Workplace Physical Activity Programme</p> <p>No negative effects were identified in terms of equity as the workplace initiative is accessible to anyone and takes into consideration those with particular needs.</p>
Neutral Impact
<p>Exercise Referral</p> <p>The potential introduction of fees will affect all people previously not being charged. However it will not affect gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex or sexual orientation in terms of equity.</p> <p>Workplace Physical Activity Programme</p> <p>There will a neutral impact on gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation as the physical activity programme does not discriminate in any way that could create inequalities for these groups.</p>

Community Cohesion

If it is relevant to your area you should also consider the impact on community cohesion.

Exercise Referral – N/A

Workplace Physical Activity Programme – This has helped bring together staff at Scott House on an ongoing basis to take part in shared activities.

Version Control

Version no.	Date	Updates / amendments	Author(s)
V.1	26/09/16		Val Thomas
V2	5/12/16		Val Thomas

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Public Health		Name: Dr Raj Lakshman/ Janet Dullaghan.....
Service / Document / Function being assessed		Job Title: Consultant in Public Health Medicine
Healthy Child Programme 0-19: Health Visiting (HV), Family Nurse Partnership (FNP), School Nursing (SN)		Contact details: raj.lakshman@cambridgeshire.gov.uk
Business Plan Proposal Number (if relevant)	ER 6-012	Date completed: 8th November 2016
		Date approved: 6 th December 2016

Aims and Objectives of Service / Document / Function

Public Health is responsible through the Children's Health Joint Commissioning Unit for commissioning the 0- 19 Healthy Child Programme which consists of Health Visiting, Family Nurse Partnership and School Nursing. **School Nursing continues to be commissioned by the Local Authority. Commissioning arrangements of Health Visiting and FNP transferred to the Local Authority in October 2015.**

Health Visiting Service:

- Health Visitors are a workforce of specialist community public health nurses who provide evidenced based advice, support and interventions to families with children under the age of 5. Health visitors lead the delivery of the 0-5 Healthy Child Programme, the evidence-based, preventive, universal-progressive service for children in the early years of life. The work with families is needs led to help empower parents to make decisions that affect their families' future health and wellbeing. Health visitors manage and supervise skill mix teams whilst working in partnership with other partner agencies.
- The universal-progressive service is delivered at 4 levels: Community, Universal (five mandated checks), Universal Plus (single agency involvement), Universal Partnership Plus (multi-agency involvement).
- The six high impact areas for the 0-5 Healthy Child Programme are
 - Transition to parenthood and the early years (0-5)
 - Maternal mental health
 - Breastfeeding (initiation and duration)
 - Healthy weight, healthy nutrition and physical activity
 - Managing minor illness and reducing hospital attendance and admission
 - Health, wellbeing and development of the child age 2 – 2.5 year old review (integrated review) and support to be 'ready for school'.
- The HV service uses a national service specification whereby specific elements of universal service provision are mandated for the first 5 years to ensure that there is universal coverage to a national standard format.
- The five mandated universal checks are:
 - Antenatal visit;
 - New baby review;
 - 6-8 week assessment;
 - 1 year assessment;
 - 2 to 2 1/2 year review.

Health visitors assess families' needs at the universal contacts and then work in partnership with the family to provide a package of care and improve outcomes for the child, young person and family.
- Between 2011 and 2015, in line with the 'Government's Call to Action' the Government increased the number of Health Visitors nationally, and almost doubled the number of health visitors in Cambridgeshire.
- In October 2016, the Government's 'Call to Action' ceased and commissioning responsibility transferred from NHS England to the Local Authority. Although HV numbers were no longer protected the status quo was maintained in the service.

Family Nurse Partnership

- The Family Nurse Partnership (FNP) is a national preventive programme for vulnerable, young first-time mothers under 19 years of age.
- It is a structured home visiting parenting programme, delivered by specially trained family nurses, from early pregnancy until the child is two. The family nurse and the young parent(s) commit to an average of 64

planned home visits over two and a half years. The team work in partnership with other health professionals, social care professionals and other agencies to ensure the best possible outcomes for young people, their children and families.

- The FNP was developed in the USA and has over 35 years of extensive research behind it. It requires a license in the UK with fidelity to a specific model. This includes restrictions on when teenagers can be enrolled (before 28 weeks), how long the programme lasts and when visits are scheduled. Challenges of the FNP licensing requirements are that it requires fidelity to the specific FNP model to ensure consistency in its delivery.
- The current FNP programme in Cambridgeshire supports 20% of the teenage population pregnancies. Once caseloads are full this means that some vulnerable teenagers may miss the window of opportunity from this intervention, regardless of need. This also potentially excludes some teenage parents who are leaving care or who are looked after. These limitations mean that some vulnerable teenagers may 'miss the window of opportunity' for help and support from this intervention. These teenage families would then be supported by the universal Healthy Child Programme offer which is less structured.
- In 2016/17 a modelling exercise was carried out by a multi- agency team to look at the impact of reducing/stopping FNP or revising the eligibility criteria to provide FNP to the most vulnerable teenagers.
- The outcome and recommendation of the group was to keep the FNP programme with the following changes:
 - Make it a core part of the HCP pathway for very vulnerable first-time mothers aged 19 years or under who are pregnant and meet at least one of the following 'fixed' criteria or at least four of the 'high risk' criteria.

The fixed criteria are:

- Very young mothers – all first-time pregnant women aged 16 or under
- Currently in the care system as a Looked After Child (LAC), Child in Need (CIN), on Child Protection Plan (CPP) or recent care leavers.

'High-risk' criteria (any four or more of the following risk factors):

- Not living with their own mother or baby's father or partner
- No or low educational qualifications, i.e. no GCSEs or equivalent, low grade GCSEs
- Currently not in education, employment or training (NEET)
- Has mental health problems (need to clarify/define further)
- Ever 'looked after' as a child; or lived apart from parents for more than three months when under the age of 18
- Current smoker (and doesn't plan to give up during pregnancy)
- Living in disadvantaged area
- History/risk of abuse

Note: Some flexibility and judgement will be used in applying the criteria. Early graduation (before 2 years of age) and flexibility of programme delivery are also possible.

Other recommendations:

- Ensure the FNP service is integrated within the HCP service to support HV working with vulnerable teenagers who are pregnant on the partnership plus pathway so that the transition of support is seamless. Participation in the National FNP knowledge exchange will support transfer of knowledge from FNP to the wider HV workforce.
- It is unclear of the number of young parents who will access the family nurse partnership programme therefore it will be essential to closely monitor the data and impact this will have upon the healthy child programme.
- It is essential that the notification pathway from midwifery is robust for ALL teenage women. Each case could be assessed by a multi-disciplinary team including FNP, Midwifery, Health Visitor, Early Help & Social Care to determine the level of support required. This could be FNP, universal, universal plus or partnership plus pathway for this group of vulnerable teenagers.

School Nursing Service

The School Nursing Service is a workforce of specialist public health nurses who work in skill mix teams to provide child-centered evidence based advice, support and interventions to school age children (5-19) and their families. School nurses are qualified nurses who hold an additional specialist public health qualification, which is recordable with the Nursing and Midwifery Council. School nurses are clinically skilled in providing holistic, individualised and population health needs assessment, to provide Tier 1 and Tier 2 health interventions. The service is central to the delivery of the 5-19 Healthy Child Programme aims which are to:

- Help parents develop and sustain a strong bond with children;
- Encourage care that keeps children healthy and safe;

- Protect children from serious disease, through screening and immunisation;
- Reduce childhood obesity by promoting healthy eating and physical activity;
- Identify health issues early, so support can be provided in a timely manner;
- Make sure children are prepared for and supported in education settings;
- Identify and help children, young people and families with problems that might affect their chances later in life.

What is changing?

Where relevant, consider including: how the service/document/function will be implemented; what factors could contribute to or detract from this; how many people with protected characteristics are potentially impacted upon; who the main stakeholders are; and, details of any previous or planned consultation/engagement to inform the CIA.

Health Visiting and FNP

The total budget in 2015/16 was **£7,593,199**. With the £340K reduction (£190K in 16/17 and £150K in 17/18), the contract value in 01/18 would be **£7,253,199** (4.5% reduction). This CIA describes the overall changes in service between 2015/16 and 2017/18, as the savings are being made in an integrated way over the two years.

In order to make the £340K savings:

- The service have used a strategic, evidenced based workforce model to analyse the clinical workload with workforce requirements based on the needs of the population within Cambridgeshire. The model showed that only 43% of time is available to deliver the universal offer, 16% is available for Universal Plus and a disproportionately high 41% time is required to deliver Partnership Plus. The model also identified capacity tensions in areas and plans are in progress to ensure that each offer is delivered by the right skill set of staff. A reduction in numbers within the Healthy Child Programme workforce to meet budget requirements uses this model while aiming for minimal impact.
- Internal service efficiencies have been identified to increase the percentage of face-to-face time with children, young people and families. A number of proposals are under consideration and are in their initial stages of discussion. For example attendance at child protection and child in need conferences could cease where a child has no health need (to be discussed with CFA); A&E notifications could no longer be processed and this instead could go, for instance, through the Child Health Information System (CHIS); Follow-up appointments and clinics will be rationalised.
- Redesign of the FNP service- targeted to the most vulnerable teenagers and consideration of a single service across Cambridgeshire & Peterborough if procurement rules allow. A Band 7 FNP has been removed from the establishment following the FNP review
- Working in a more integrated way with other Council Services e.g. Children's Centres and Together for Families Programme

School Nursing

The current budget is **£1,446,540** and an additional 60K investment is proposed, taking the contract value to **£1,446,600** (4.1% increase).

The 60K additional investment is for

- Extension of the universal school nursing service to special schools: Additional funding for 1.5 wte school nurses to provide the 'universal offer' for the 6 special schools which currently do not receive this service.

Other service changes proposed are

- Medicines Management training: the school nursing service provides training for schools regarding management of 4 chronic/acute conditions (epilepsy, anaphylaxis, asthma, diabetes). Although ensuring staff are trained is the responsibility of the schools, how well the schools are trained has a knock on effect on the wider health system. The school nursing service currently provide this training face-to-face in individual schools and propose to change to a model of online training to enable an increased improved offer to schools. The final decision as to implementation of this new model and the nature of its roll out will be taken in consultation with stakeholders, particularly head teachers of both primary and secondary schools. Introduction of a texting service for secondary school age pupils (Chat health): the pilot in Fenland has evaluated that the school nursing service is more responsive and accessible to young people. All appointments in school will be by 'Chat health' referral reducing missed appointments and triaging according to need. 'Chat health' could be made available to children not in the school system (home schooled) and possibly to parents of children in primary schools. Service improvements are a continual process and the service is working to enhance its primary school offer and ensure consistency and equity.

Other relevant factors:

- In 2015, the service changed from separate Health Visiting and School Nursing services to the Healthy Child Programme; aiming for equitable and appropriate provision of services across the 0 – 19 age range.
- The impact of the transformation of Children's services in the Council and the NHS (including transformation of mental health services) will be kept under review.

Who is involved in this impact assessment?

E.g. Council officers, partners, service users and community representatives.

Cambridgeshire County Council, Peterborough City Council and Cambridgeshire & Peterborough CCG through the Joint Commissioning Unit and Cambridgeshire Community Services NHS Trust (current service provider).

What will the impact be?

Tick to indicate if the expected impact on each of the following protected characteristics is positive, neutral or negative.

Impact	Positive	Neutral	Negative
Age		X	
Disability	X		
Gender reassignment		X	
Marriage and civil partnership		X	
Pregnancy and maternity		X	
Race		X	

Impact	Positive	Neutral	Negative
Religion or belief		X	
Sex		X	
Sexual orientation		X	
The following additional characteristics can be significant in areas of Cambridgeshire.			
Rural isolation		X	
Deprivation		X	

For each of the above characteristics where there is a positive, negative and / or neutral impact, please provide details, including evidence for this view. Consider whether the impact could be disproportionate on any particular protected characteristic. Describe the actions that will be taken to mitigate any negative impacts and how the actions are to be recorded and monitored. Describe any issues that may need to be addressed or opportunities that may arise.

Positive Impact

A new Universal Offer to 6 Special Schools in Cambridgeshire

There will be an introduction of digital technology in some areas of the service, i.e. Chat Health. This will improve the accessibility of the service for a greater number of young people

An enhanced, equitable and consistent offer to primary schools

Closer working relationships with Children Centres, Localities and Emotional Health & Wellbeing (Early Help) will enhance synergy and maximise resource usage

Negative Impact

There will be a reduction in the Healthy Child Programme (HCP) workforce as a result of the reduced budget, therefore services will be reduced accordingly as described in 'what is changing' above

Health visiting students are scheduled to no longer receive a salary from Health Education England from 2017/18. This drop in income will need to be considered when delivering services

Neutral Impact

The status quo will be maintained across some of the service

Issues or Opportunities that may need to be addressed

Sharing good practice including training will enhance the interface between FNP and HCP and the offer to families. The National FNP knowledge exchange available to the wider HCP.

Service improvement / redesign opportunities will be taken.

Community Cohesion

If it is relevant to your area you should also consider the impact on community cohesion.

Providing integrated Children, Young People and Families Health service across the Council has the potential to improve community cohesion.

Version Control

Version no.	Date	Updates / amendments	Author(s)
1	20.09.16	First Draft	Raj Lakshman
2	14.10.16	Second Draft	Fleur Seekin & Raj Lakshman
3	08.11.16	Third Draft	Raj Lakshman & Nicola McLean

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Public Health		Name: Val Thomas.....
Service / Document / Function being assessed		Job Title: Consultant in Public Health
<p>The proposal to transfer the in house core Stop Smoking Services (CAMQUIT) to an external provider.</p>		<p>Contact details: val.thomas@cambridgeshire.gov.uk</p> <p>Date completed: 28 November 2016</p> <p>Date approved: 6th December 2016</p>
Business Plan Proposal Number (if relevant)	6.019	
Aims and Objectives of Service / Document / Function		
<p>Camquit is Cambridgeshire County Council's (CCC) local evidence based core Stop Smoking Service that supports smokers to quit. This means that smokers are offered behavioural therapy (which may be either individual or group counselling) which involves scheduled face-to-face meetings between the smoker and a practitioner from the Stop Smoking Services trained in smoking cessation. A quit date is set initially and typically, this is followed by weekly sessions over a period of at least 4 weeks after the quit date and is normally combined with NRT/drug therapy. The Camquit Service is delivered through a number of different providers.</p> <p>The core team is an in- house provider and is part of the Public Health Provider Team. It includes smoking cessation specialists and data staff support staff. It is responsible for the overall co-ordination of the Service. The staff provide support to smokers wanting to quit, delivering specialist services such as the smoking in pregnancy and young person's programmes, service marketing, targeted project work, managing data processing, analysis and reporting. It also provides support to other providers through delivering training in line with national guidance and practice visits if required.</p> <p>In addition Cambridgeshire County Council (CCC) also has contracts with all 77 GP practices within Cambridgeshire to deliver stop smoking support to smokers registered with their practice. The GP based services are delivered by practice staff such as the practice nurse or healthcare assistant. As demands on practices have increased there are a growing number of practices that have chosen to have Camquit advisors to deliver their services.</p> <p>Community pharmacies are also contracted to deliver stop smoking cessation, but the number has been declining steadily in recent years. They do not have any quitter targets. They also receive training and support from the Camquit core Team.</p>		

What is changing?

The delivery and provision of Stop Smoking Services have been evolving nationally but also locally. This is in response to an increased focus upon commissioning within Public Health and also more widely within Cambridgeshire County Council. Secondly there has been the development generally of lifestyle services across the country and these usually include stop smoking services.

In the context of these changes this paper proposes that the core Stop Smoking Service is commissioned from an external provider with the aim of it becoming part of an integrated lifestyle service which provides a number of advantages. The externally commissioned stop smoking service would be responsible for providing the full range of functions, indicated above, that the core service currently provides. This would include providing support to GP and community pharmacies for them to deliver services. It will be specified to provide the same service that is currently provided.

There will be cost saving of circa £50k. Currently the core Stop Smoking Service has a senior co-ordinator role which has overall responsibility for managing the Service but also plays a key role in the commissioning of the other stop smoking providers. It is proposed that this post is not transferred and that its functions are absorbed into the management function of new provider organisation. However the deputy co-ordinator would not be transferred and this post currently plays a large part in the co-ordination of the service and daily operational aspects of delivery.

However the contracts with the GPs and community pharmacists would continue to be commissioned and performance managed by CCC. The current core Stop Smoking Service function of managing the data and payments for the GP and community pharmacy contracts would remain within Public Health.

Who is involved in this impact assessment?

E.g. Council officers, partners, service users and community representatives.

This CIA was compiled by Council officers

What will the impact be?

Tick to indicate if the expected impact on each of the following protected characteristics is positive, neutral or negative.

Impact	Positive	Neutral	Negative
Age		x	
Disability		x	
Gender reassignment		x	
Marriage and civil partnership		x	
Pregnancy and maternity		x	
Race		x	

Impact	Positive	Neutral	Negative
Religion or belief		x	
Sex		x	
Sexual orientation		x	
The following additional characteristics can be significant in areas of Cambridgeshire.			
Rural isolation		x	
Deprivation		x	

For each of the above characteristics where there is an expected positive, negative and / or neutral impact, please provide details, including evidence for this view. Consider whether the impact could be disproportionate on any particular protected characteristic. Describe the actions that will be taken to mitigate any negative impacts and how the actions are to be recorded and monitored. Describe any issues that may need to be addressed or opportunities that may arise.

Positive Impact

None identified

Negative Impact

None identified

Neutral Impact

There should not be any impact in equalities as there is no planned change in service delivery. Services are open to all members of the community. However the current service has a focus upon communities where there are high rates of smoking and consequent health inequalities. There is the possibility over time to use commissioning levers to enhance this focus on health inequalities.

Issues or Opportunities that may need to be addressed

The new Service will require careful monitoring to ensure that its performance does not fall during the transfer and the initial change period when it will be establishing itself as part of another organisation.

Over the longer term if the Service is established in an integrated lifestyle service this will provide the opportunity to use other staff such as health trainers to support the delivery of Stop Smoking Services.

Community Cohesion

If it is relevant to your area you should also consider the impact on community cohesion.

Stop Smoking Services do provide some of their services in community venues and sometimes peer support groups form amongst smokers who have quit with the help of the service. These groups support each other to remain quit.

Version Control

Version no.	Date	Updates / amendments	Author(s)
V.1	28/11/16		Val Thomas

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Public Health Directorate, also involving CFA Enhanced and Preventative Services Directorate		Name: Liz Robin Job Title: Director of Public Health Contact details: liz.robin@cambridgeshire.gov.uk
Service / Document / Function being assessed		
Creation of a Joint Public Health Commissioning Unit across Cambridgeshire County Council and Peterborough City Council		
Business Plan Proposal Number (if relevant)	E/R.6.021	
Aims and Objectives of Service / Document / Function		
<p>The Public health commissioning function commissions sexual health and contraception services, drug and alcohol misuse services, smoking cessation services, integrated lifestyle services, health checks and other relevant public health services from external providers, with the objectives of meeting the needs of Cambridgeshire residents, improving population health, reducing health inequalities and achieving best value from available resources.</p> <p>In addition the Local Authorities in Peterborough and Cambridgeshire fund leadership functions which drive the development and delivery of key strategic plans in relation to, for example, Domestic Abuse.</p>		
What is changing?		
<p>Currently, public health commissioning in Cambridgeshire County Council (CCC) and Peterborough City Council (PCC) is carried out by different public health commissioning teams in the two Councils, although the 'subject matter expert' public health staff advising and supporting commissioners are now working jointly across CCC and PCC.</p> <p>Within Children Families and Adults Services (CCC), commissioning functions are currently dispersed across the Directorates. A separate consultation will consider the wider opportunities to bring these functions together. As part of these current arrangements, the Safer Communities Team within CFA leads on a wide range of Community Safety functions, including the commissioning of drug and alcohol misuse and some domestic abuse services. . In PCC drug and alcohol commissioning is integrated within the wider public health commissioning team.</p> <p>This proposal is to create a joint public health commissioning unit across Cambridgeshire County Council and Peterborough City Council, learning from the existing Joint Children's Health Commissioning Unit. The new joint public health commissioning unit would combine the functions of CCC public health commissioning, CCC drug and alcohol commissioning and PCC public health commissioning, potentially including the commissioning of domestic abuse services.</p> <p>Wider functions within Cambridgeshire currently undertaken by the Safer Communities Team, will be considered in parallel as part of the wider work to look at the Community and Safety functions across Cambridgeshire and Peterborough going forward.</p>		
Who is involved in this impact assessment?		
e.g. Council officers, partners, service users and community representatives.		
This CIA was compiled by CCC council officers.		

What will the impact be?

Tick to indicate if the impact on each of the following protected characteristics is positive, neutral or negative.

Impact	Positive	Neutral	Negative
Age		√	
Disability		√	
Gender reassignment		√	
Marriage and civil partnership		√	
Pregnancy and maternity		√	
Race		√	

Impact	Positive	Neutral	Negative
Religion or belief		√	
Sex		√	
Sexual orientation		√	
The following additional characteristics can be significant in areas of Cambridgeshire.			
Rural isolation		√	
Deprivation		√	

For each of the above characteristics where there is a positive, negative and / or neutral impact, please provide details, including evidence for this view. Describe the actions that will be taken to mitigate any negative impacts and how the actions are to be recorded and monitored. Describe any issues that may need to be addressed or opportunities that may arise.

Positive Impact
Negative Impact
Neutral Impact
The proposal only affects commissioning functions of the two Councils, therefore should not directly impact on front line service delivery and communities.
Issues or Opportunities that may need to be addressed
The development and alignment of commissioning functions set out in this CIA needs to be considered in the wider strategic context of the two Local Authorities, and Community and Safety functions going forward. The wider strategic partnership for both domestic abuse and drug and alcohol services needs to be considered and involved as part of these arrangements. In this context, the current work of the Safer Communities Team (CFA) will need to be carefully reviewed to ensure that any non-commissioning functions which the team delivers continue to be appropriately delivered.

Community Cohesion

If it is relevant to your area you should also consider the impact on community cohesion.

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COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Public Health		Name: Val Thomas
Service / Document / Function being assessed		Job Title: Consultant in Public Health
Smoking Cessation		Contact details: val.thomas@cambridgeshire.gov.uk ...
Business Plan Proposal Number (if relevant)	E/R 6.025	Date completed: 23 September 2016
		Date approved: 6 th December 2016
Aims and Objectives of Service / Document / Function		
<p>The County Council commissions 'level 2' smoking cessation services from GP practices and pharmacies. These services support people who wish to stop smoking and provide a combination of medication such as nicotine replacement therapy (NRT) on prescription, and evidence based one to one or group support for behaviour change. People are four times more likely to succeed in quitting when they use this service than if they try to quit without support or medication. When people succeed in stopping smoking is results in significant improvement to their health and in overall savings to the NHS due to their reduced risk of heart and circulatory disease, lung disease and cancers. It is important that smoking cessation services are easily accessible for people to use, so in Cambridgeshire we have tried to ensure that every GP practice offers a smoking cessation service – either through their own staff, for which payment is made, or through County Council CAMQUIT staff going into the GP practice to deliver clinics.</p>		
What is changing?		
<p>Where relevant, consider including: how the service/document/function will be implemented; what factors could contribute to or detract from this; how many people with protected characteristics are potentially impacted upon; who the main stakeholders are; and, details of any previous or planned consultation/engagement to inform the CIA.</p>		
<p>The demand for smoking cessation services in GP practices and pharmacies has reduced over the past few years. There has been a fall in the overall percentage of adults who smoke in the county and increased usage of electronic cigarettes. Because GPs and pharmacies are paid per person receiving the service, the spend on these services has therefore reduced. Fewer people vising the service also means lower medication costs. Due to other pressures, an increased number of GP practices have asked CAMQUIT staff to come in and provide an on-site clinic, which means they are no longer paid. These factors mean that the predicted spend against budgets for smoking cessation services and GP practices have reduced. The saving is therefore made against a predicted reduction in demand on the smoking cessation budget, but smoking cessation services will continue to be easily accessible around the County.</p>		
Who is involved in this impact assessment?		
<p>e.g. Council officers, partners, service users and community representatives.</p>		
<p>This CIA was compiled by Council officers</p>		

What will the impact be?

Tick to indicate if the expected impact on each of the following protected characteristics is positive, neutral or negative.

Impact	Positive	Neutral	Negative
Age		x	
Disability		x	
Gender reassignment		x	
Marriage and civil partnership		x	
Pregnancy and maternity		x	
Race		x	

Impact	Positive	Neutral	Negative
Religion or belief		X	
Sex		X	
Sexual orientation		X	
The following additional characteristics can be significant in areas of Cambridgeshire.			
Rural isolation		X	
Deprivation		X	

For each of the above characteristics where there is a positive, negative and / or neutral impact, please provide details, including evidence for this view. Consider whether the impact could be disproportionate on any particular protected characteristic. Describe the actions that will be taken to mitigate any negative impacts and how the actions are to be recorded and monitored. Describe any issues that may need to be addressed or opportunities that may arise.

Positive Impact
None
Negative Impact
None
Neutral Impact
Because this saving is based on observed demand being lower than allowed for, and local residents are still able to attend smoking cessation services it should not impact on equalities groups. The scale of the saving is such that funding should still be available to promote smoking cessation services in areas of higher deprivation which also have higher smoking rates, and to pilot a harm reduction model for smokers who wish to quit more gradually, in accordance with NICE guidance.
Issues or Opportunities that may need to be addressed
Because this saving relies on a forecast reduction in demand, if demand rises unexpectedly then in-year savings may need to be found from alternative sources.

Community Cohesion

If it is relevant to your area you should also consider the impact on community cohesion.

N/A

Version Control

Version no.	Date	Updates / amendments	Author(s)
V1	22 09 16		Val Thomas

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Public Health		Name: Val Thomas.....
Service / Document / Function being assessed		Job Title: Consultant in Public Health
Laboratory testing for the Chlamydia Screening programme		Contact details: val.thomas@cambridgeshire.gov.uk ...
Business Plan Proposal Number (if relevant)	6.026	Date completed: 22 09 16
		Date approved:

Aims and Objectives of Service / Document / Function

Chlamydia Screening Programme

The Chlamydia Screening Programme is a national programme that offers opportunistic chlamydia testing for the sexually active under 25year olds. Chlamydia is the most common bacterial sexually transmitted infection, with sexually active young people at highest risk. Chlamydia often has no symptoms and can have serious health consequences.

1. Preventing and control chlamydia through early detection and treatment of infection;
2. Reduce onward transmission to sexual partners;
3. Prevent the consequences of untreated infection;
4. Ensure all sexually active under 25 year olds are informed about chlamydia, and have access to sexual health services that can reduce risk of infection or transmission;

Locally Public Health commissions chlamydia screening mainly from Cambridgeshire Community Services (CCS) through its countywide Integrated Sexual Health Service. CCS sub-contracts with the Terence Higgins Trust to provide outreach screening with high risk groups that have high prevalence of chlamydia infection.

Screening is also commissioned from GPs. These screens are sent to the Public Health England laboratories at Cambridge University Hospitals Foundation Trust for analysis.

An online screening programme is commissioned from Source Bioscience that enables young people to order a screening kit online and to return the completed screening pack to Source Bioscience for analysis.

What is changing?

Where relevant, consider including: how the service/document/function will be implemented; what factors could contribute to or detract from this; how many people with protected characteristics are potentially impacted upon; who the main stakeholders are; and, details of any previous or planned consultation/engagement to inform the CIA.

There has been a decrease in the number of screens analysed at the Public Health England (PHE) and Source Bioscience laboratories. This is a consequence of the following.

- Although it is difficult to confirm prevalence of chlamydia infection it is likely that it is low in Cambridgeshire given the overall general sexual health of the population which compares favourably to other areas. Consequently the programme has in recent years adopted the strategic approach of targeting population groups that have a high risk of testing positive. This means the actual numbers of screens have declined but the detection of positive screens has increased.
- An online Service has been commissioned the company, Source Bio-Science to send out kits to young people that have requested them online and to analyse their returned samples. There has been decline in demand for the online service over the past two years.
- GP practices are commissioned to provide chlamydia screening and have in recent years adopted a more targeted approach which has led to decrease in overall screens but an increase in the detection of positive screens. GP screens are analysed at the PHE laboratories

- Cambridgeshire Community Services (CCS) as part of the Integrated Sexual Health Service has sub-contracted with the Terence Higgins Trust to provide outreach chlamydia screening to high risk populations. This started when the new Service was launched in September 2014. The laboratory costs are absorbed into the block contract with CCS.

The decrease in predicted demand is based on the 2015/16 outturn. It is reflected in the underspend on the allocated funding to the PHE laboratories and the Source Bio Science services for 2015/16. Activity to date (September 2016) confirms that the fall in activity has been sustained.

Therefore a consultation is not proposed as the savings have been created by fall in demand.

Who is involved in this impact assessment?

e.g. Council officers, partners, service users and community representatives.

This CIA was completed by Council officers

What will the impact be?

Tick to indicate if the expected impact on each of the following protected characteristics is positive, neutral or negative.

Impact	Positive	Neutral	Negative
Age	x		
Disability	x		
Gender reassignment		x	
Marriage and civil partnership		x	
Pregnancy and maternity		x	
Race		x	

Impact	Positive	Neutral	Negative
Religion or belief		x	
Sex		x	
Sexual orientation		x	
The following additional characteristics can be significant in areas of Cambridgeshire.			
Rural isolation	x		
Deprivation	x		

For each of the above characteristics where there is a positive, negative and / or neutral impact, please provide details, including evidence for this view. Consider whether the impact could be disproportionate on any particular protected characteristic. Describe the actions that will be taken to mitigate any negative impacts and how the actions are to be recorded and monitored. Describe any issues that may need to be addressed or opportunities that may arise.

Positive Impact

The positive impact of the ongoing changes to the Chlamydia Screening Programme is that it targets those groups most at risk either through age, deprivation, disability or rural isolation.

Negative Impact

None identified. The identification and treatment of chlamydia is associated with the avoidance of gynaecological complications.

Neutral Impact

The likelihood of a low chlamydia prevalence and the changes to the Chlamydia Screening programme that have already been introduced have not had any observed impact on those groups indicated above in this category.

Issues or Opportunities that may need to be addressed

There is the opportunity to further review the strategic approach of the Chlamydia Screening Programme to ensure that the most cost-effective approaches are being used and that the service reflects need.

Community Cohesion

If it is relevant to your area you should also consider the impact on community cohesion.

N/A

Version Control

Version no.	Date	Updates / amendments	Author(s)
V1	22.09/16		Val Thomas

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Public Health		Name: Val Thomas.....
Service / Document / Function being assessed		Job Title: Consultant in Public Health
Joint Commission Food for Life Programme across Cambridgeshire County Council(CCC) and Peterborough County Council (PCC)		Contact details: val.thomas@cambridgeshire.gov.uk ...
Date completed: 22 09 16		Date approved: 6 th December 2016
Business Plan Proposal Number (if relevant)	6.028	
Aims and Objectives of Service / Document / Function		
<p>The aim of the Food for Life Programme is to promote a healthy eating lifestyle and contribute to reduction in childhood obesity.</p> <p>Currently both CCC and PCC commission separately Food For Life to deliver a programme in schools. The Food for Life Programme is part of the Soil Association and works with schools helping them build knowledge and skills through a 'whole setting approach'. This engages children and parents, staff, patients and visitors, caterers, carers and the wider community to adopt a healthier eating lifestyle. It has been operational in Cambridgeshire for four years, focusing upon schools in more deprived areas where there are higher rates of childhood obesity. Over 1 in 4 children in Year 6 are either obese or overweight; this increases in the more deprived areas of the county.</p>		
What is changing?		
<p>Where relevant, consider including: how the service/document/function will be implemented; what factors could contribute to or detract from this; how many people with protected characteristics are potentially impacted upon; who the main stakeholders are; and, details of any previous or planned consultation/engagement to inform the CIA.</p> <p>The proposal is to procure new schools based Programme that will promote healthy eating and also physical activity. This will be through a joint procurement with PCC. Any Programme commissioned will focus upon areas that are more deprived with higher levels of childhood obesity.</p> <p>The Programme will be implemented across the two local authorities through the employment of one co-ordinator which will create savings through reducing duplication and facilitating the sharing of resources, for example shared events. Currently the Programme has a strong focus in Fenland and other more deprived areas. This will remain unchanged; however innovative approaches that are cost-effective and enable the Programme to be rolled out more widely will be sought through the procurement.</p>		
Who is involved in this impact assessment?		
E.g. Council officers, partners, service users and community representatives.		
This CIA was compiled by CCC officers.		

What will the impact be?

Tick to indicate if the expected impact on each of the following protected characteristics is positive, neutral or negative.

Impact	Positive	Neutral	Negative
Age	x		
Disability	x		
Gender reassignment		x	
Marriage and civil partnership		x	
Pregnancy and maternity		x	
Race		x	

Impact	Positive	Neutral	Negative
Religion or belief		x	
Sex		x	
Sexual orientation		x	
The following additional characteristics can be significant in areas of Cambridgeshire.			
Rural isolation	x		
Deprivation	x		

For each of the above characteristics where there is a positive, negative and / or neutral impact, please provide details, including evidence for this view. Consider whether the impact could be disproportionate on any particular protected characteristic. Describe the actions that will be taken to mitigate any negative impacts and how the actions are to be recorded and monitored. Describe any issues that may need to be addressed or opportunities that may arise.

Positive Impact
The programme will target schools in areas of deprivation, rurally isolated areas and where there is high level of disability amongst students.
Negative Impact
None
Neutral Impact
There would a neutral impact on a number of the groups, indicated above. As the focus on the Programme and its activities will not change in any way that would affect the equality of any of these groups.
Issues or Opportunities that may need to be addressed
It might prove difficult for Programme to be managed effectively across CCC and PCC with one coordinator. The demand from more schools for the Programme could exceed its capacity to provide support.
This could be addressed through additional funding or the development of model where schools contribute to the funding of the Programme, as is the case in other areas.

Community Cohesion

If it is relevant to your area you should also consider the impact on community cohesion.

The Programme can contribute to building closer links between families, communities and schools

Version Control

Version no.	Date	Updates / amendments	Author(s)
V1	22 09 16		Val Thomas

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Public Health / Gypsy & Traveller Health Team		Name: Kate Parker
Service / Document / Function being assessed		Job Title: Head of Public Health Programmes
2017/18 Public Health Programmes Savings: Review of		Contact details: Kate.Parker@cambridgeshire.gov.uk
2017/18 Public Health Programmes Savings: Review of		Date completed: 15 th October 2016
Business Plan Proposal Number (if relevant)	E/R.6.029	Date approved: 6 th December 2016
Aims and Objectives of Service / Document / Function		
<p>Project Aim</p> <p>The project aim is to improve the health and well-being of Gypsies and Travellers in Cambridgeshire, thereby decreasing health inequalities by providing a dedicated team of health and community development staff.</p> <p>Findings show that life expectancy within Gypsy and Travellers communities is likely to be 10-12years shorter than the rest of the population.</p> <p>Background</p> <p>The Gypsy & Traveller Health Team were established in 2008/9. To build on the existing work Ormiston Children & Families Trust had developed around the Gypsy & Traveller communities a Memorandum of Understanding (MOU) was set up between Ormiston Children & Families Trust and Public Health Team (previously based in Cambridgeshire Primary Care Trust). The MOU set out that the Ormiston Trust would provide set up links to the communities as well as funding admin support and a senior worker.</p> <p>In 2016/17 additional funding was released from the team which included a 10k reduction from the public health programmes budget set aside as non-pay to support the team in providing small scale project support work particularly around literacy training. It was determined that reducing non-pay by 10k would have a minimum impact on the team as the current literacy tutoring work is being provided through the access to grants from the Community Adult learning fund. In addition further savings were found last year through the removal of the Public Health Specialist Nurse post who had responsibility for management of the Gypsy & Traveller Health Team. These management responsibilities were integrated into the Gypsy & Traveller Senior Lead Nurse's role.</p>		
<p>What is changing? Where relevant, consider including: how the service/document/function will be implemented; what factors could contribute to or detract from this; how many people with protected characteristics are potentially impacted upon; who the main stakeholders are; and, details of any previous or planned consultation/engagement to inform the CIA.</p>		
<p>Service Provision</p> <p>Since 2009 the Gypsy & Traveller Health team has developed and now has excellent partnership links and established sound relationships with the Gypsy & Traveller community. The Gypsy & Traveller Health Team as a service has evolved. As the Senior Gypsy & Traveller Nurse has taken on more work the emphasis with this community is supporting those with long standing health needs in line with the original objectives of the programme. The Gypsy & Traveller Community Development worker now works more in a support role for adults who are chronically ill (both mentally and physically). This work involve supporting clients with attending medical appointments and complying with treatment plans under the supervision of the lead nurse. The community development worker has developed knowledge and experience of the wider health system and is able to support individuals with housing issues, debt management and benefit applications. The team as a whole works towards supporting clients to access mainstream support where possible e.g. floating support services. More recently the team has experience increasing demand for mental health support for the community.</p>		

Proposed changes

Public Health currently fund a Senior Practitioner post that is employed directly by Ormiston Children & Family Trust. The current funding arrangement has been reviewed and a reduction in funding for his post has been agreed releasing £12,800 savings to reinvest. Ormiston Trust have agreed to make up the shortfall.

The current funding of 32,880k to Ormiston Trust has primarily been focused on providing advocacy support work to the Gypsy and Traveller Community e.g. supporting with benefit appeals and housing issues. The reduction in funding allows the team to make savings and to look at reinvestment into developing more sustainable partnerships with statutory services & mainstream voluntary services. This will also allow the team to look at developing further support and partnership working around the provision of mental health support systems for this community.

Who is involved in this impact assessment?

e.g. Council officers, partners, service users and community representatives.

The CIA was compiled by Council Officers

What will the impact be?

Tick to indicate if the expected impact on each of the following protected characteristics is positive, neutral or negative.

Impact	Positive	Neutral	Negative
Age		X	
Disability		X	
Gender reassignment		X	
Marriage and civil partnership		X	
Pregnancy and maternity		X	
Race		X	

Impact	Positive	Neutral	Negative
Religion or belief		X	
Sex		X	
Sexual orientation		X	
The following additional characteristics can be significant in areas of Cambridgeshire.			
Rural isolation		X	
Deprivation		X	

For each of the above characteristics where there is a positive, negative and / or neutral impact, please provide details, including evidence for this view. Consider whether the impact could be disproportionate on any particular protected characteristic. Describe the actions that will be taken to mitigate any negative impacts and how the actions are to be recorded and monitored. Describe any issues that may need to be addressed or opportunities that may arise.

Positive Impact**Negative Impact**

Neutral Impact

The Gypsy & Traveller communities are the largest ethnic minority in the county. The savings noted above will not result in any service changes to the current provision for this community however the reinvestment may result in longer term opportunities identified in the section below.

Issues or Opportunities that may need to be addressed

It is expected that in the long term the changes will enable reinvestment into the service to develop a more sustainable programme that is through partnership working will be more responsive to the emerging health needs of the population e.g. increase focus on mental health support.

Community Cohesion

If it is relevant to your area you should also consider the impact on community cohesion.

Version Control

Version no.	Date	Updates / amendments	Author(s)
1	15-10-16		Kate Parker
2	11-11-16		Kate Parker

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Strategy and Commissioning		Name: Helen Andrews Job Title: VCS Market manager Contact details: Helen.andrews@cambridgeshire.gov.uk
Service / Document / Function being assessed		
Home and Community Support Service contract delivered by Home Start Cambridgeshire		
Business Plan Proposal Number (if relevant)	ER 6.031	
Aims and Objectives of Service / Document / Function		
<p>Home Start Cambridgeshire provides home visiting, peer support and practical assistance to families with children under the age of 5 years old with additional needs and experiencing parenting problems across Cambridgeshire. In addition to this service, the contractor also provides some volunteer-led activities at Children's Centres and/or community settings</p>		
What is changing?		
<p>The Home and Community Support Service contract awarded to Homestart was for 3 years, with an end date of 31st March 2016. The value of the contract is £266,194.00 per annum. This had been jointly funded by Cambridgeshire County Council with NHS England who contributed £98,448. At the point that the contract for delivery of Health Visiting transferred from NHS England to Public Health, within the Local Authority in 2015, responsibility for this element of the contract also transferred to Public Health.</p> <p>Discussions have been underway for the last year of the contract with Homestart, highlighting that it was scheduled to end as no further extensions or exemptions were technically possible. Taking this into account Homestart were given a 6 month extension in order for them to apply for other sources of funding in order to continue the service.</p> <p>All work with families has been joint working with in the main the LA. Over the remaining year of the contract this activity was scaled back to ensure families were receiving support from the partner agency if required in the long term.</p> <p>Homestart have also been successful in being awarded grants from a number of organisations including Child in Need and Comic Relief which whilst not meeting the total amount of the contract has ensured they are sustainable and continuing to provide services</p>		

Who is involved in this impact assessment?

e.g. Council officers, partners, service users and community representatives.

Council officers, referrers to Home Start.

A Smart Survey was opened to general public. Service users, parents and referrers to Home Start Cambridgeshire services were also invited to do the survey and make comments.

What will the impact be?

Tick to indicate if the impact on each of the following protected characteristics is positive, neutral or negative.

Impact	Positive	Neutral	Negative
Age		x	
Disability		x	
Gender reassignment		x	
Marriage and civil partnership		x	
Pregnancy and maternity		x	
Race		x	

Impact	Positive	Neutral	Negative
Religion or belief		x	
Sex		x	
Sexual orientation		x	
The following additional characteristics can be significant in areas of Cambridgeshire.			
Rural isolation		x	
Deprivation		x	

For each of the above characteristics where there is a positive, negative and / or neutral impact, please provide details, including evidence for this view. Describe the actions that will be taken to mitigate any negative impacts and how the actions are to be recorded and monitored. Describe any issues that may need to be addressed or opportunities that may arise.

Positive Impact

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Negative Impact

A survey of parents using the Homestart services when asked about the future and what would happen if Home Start ended said they would access support from Children's Centres (14%), preschool provision (9%), church based activities (8%) and most significantly web based information

There is an opportunity here to ensure parents receive the right information and advice, signposting and direction to local networks and activities, and it is critical to build this into the Council's Transformational work The population is increasingly active online, and whilst this requires challenge for those providing services to adapt, it presents a significant opportunity to explore alternative and more efficient approaches to deliver services

Rural isolation and deprivation was the area of most concern to responders to the survey. This is an important issue that the whole Council must address. Home start continues to have funding which has ensured its sustainability and the links with key charitable organisations support their work in tackling deprivation and reducing rural isolation.

Neutral Impact

Whilst Homestart is no longer funded by the County Council it has ensured it is funded through alternative means – Comic Relief and Children in Need being two charitable organisation supporting them. This has meant that activity around Group Work and Peri-natal mental health continues and Home Start also continues to play a key role for families and communities.

Community Cohesion

If it is relevant to your area you should also consider the impact on community cohesion.

Version Control

Version no.	Date	Updates / amendments	Author(s)
1	29 sept 2016	CIA created	Helen Andrews and Jo Sollars
2	23 rd November 2016	Home Start Cambridgeshire report they have successfully secured the following grants for the next 2 years: Evelyn Trust, Children in Need and Comic Relief. Home Start Cambridgeshire is awaiting news on their application to the Big Lottery Fund.	Helen Andrews

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment	
Finance		Name: David Bethell..... Job Title: Programme Manager..... Contact details: david.bethell@cambridgeshire.gov.uk Date completed: 8 th December 2016 Date approved:	
Service / Document / Function being assessed			
Property Portfolio Development (Housing) Programme			
Business Plan Proposal Number (if relevant)	F/C.2.240		
Aims and Objectives of Service / Document / Function			
<p>The County Council (CCC) is facing unprecedented financial pressures, with reducing funding from central government, and increasing demands on its services. The Council is looking to alternative means of supporting the delivery of frontline services from rationalising and commercialising its own resources, including the use of its property assets. It intends to do this through its Property Portfolio Development (PPD) Programme and the establishment of a Housing Company by CCC.</p> <p>The Housing Company will develop and deliver a series of projects from CCC's property portfolio across Cambridgeshire, planned over an initial 10-year timescale. These are composed of residential projects (including market sale, market rent, and affordable housing), as well as industrial, commercial and mixed use schemes where appropriate. This will generate capital receipts to support site development and create significant revenue and capital income for the Council to support services and communities. It is intended that the customers the schemes developed will be both local communities and provider organisations such as housing associations.</p> <p>The following potential outcomes from the initial 10-year pipeline of sites to be developed by the Housing Company have been identified:</p> <ul style="list-style-type: none"> Over 2,000 residential units created for market sale/rent and social rent/shared ownership. Over 25 sites developed for a variety of residential and mixed use schemes. Long-term revenue income stream to CCC from servicing of loans to SPV of up to £10 million p.a. average over initial 10 year period if all potential projects are pursued. Rental revenue income stream to the SPV (dependant on housing mix etc.) of potentially £11 million p.a. after 10 years. Capital income to the SPV (dependant on housing mix etc.) of potentially £413 million during the initial 10 year period. Quicker provision of affordable homes. Increase competition in the market for developers and provide an example of good development practice. Addressing gaps in the County's existing provision for specialist housing. The ability to create key worker housing. The ability to design housing supply that could reduce the long term demand for CCC services. Opportunities to create new, sustainable communities, supporting economic growth and regeneration. 			
What is changing?			
Where relevant, consider including: how the service/document/function will be implemented; what factors could contribute to or detract from this; how many people with protected characteristics are potentially impacted upon; who the main stakeholders are; and, details of any previous or planned consultation/engagement to inform the CIA.			

The function will be delivered through the establishment of a Housing Company, being a Company Limited by Shares, with CCC as the sole shareholder. The Capital Programme Budget Proposal and supporting PPD Business Case details how the Housing Company will be implemented. These documents also set out the factors (including risks) that could contribute/detract from the function – the key factors being;

- Property market conditions
- Availability/cost of finance
- Planning/Government policy changes
- CCC policy/objective changes and;
- Public opinion.

All of these factors have the potential to impact positively as well as negatively.

The function will provide residential developments, mixed use and commercial schemes available to the general population with no restrictions based on any protected characteristics. Potentially any number of people from the protected characteristic could purchase or rent a property, use a community facility, retail or commercial unit. For more detail see the section 'What will the impact be?' (below).

The main stakeholders are:

- Local residents and communities
- A&I Committee
- Local CCC Members
- Other CCC Members
- District Councillors
- Parish/Town Councillors
- Local Planning Authorities
- LGSS Finance
- City Deal
- Housing development Agency
- CCC Highways
- CCC Strategic Assets
- CCC Property Services
- CFA
- Making Assets Count partners (inc, blue light services and health organisations)

Individual development schemes will be consulted on through the pre-application and planning processes, ensuring engagement with stakeholders that include local communities, Town and Parish Councils and District and County Councillors.

Who is involved in this impact assessment?

e.g. Council officers, partners, service users and community representatives.

Council Officers

What will the impact be?

Tick to indicate if the expected impact on each of the following protected characteristics is positive, neutral or negative.

Impact	Positive	Neutral	Negative
Age	x		
Disability	x		
Gender reassignment		x	
Marriage and civil partnership		x	
Pregnancy and maternity		x	
Race		x	

Impact	Positive	Neutral	Negative
Religion or belief		x	
Sex		x	
Sexual orientation		x	
The following additional characteristics can be significant in areas of Cambridgeshire.			
Rural isolation		x	
Deprivation	x		

For each of the above characteristics where there is a positive, negative and / or neutral impact, please provide details, including evidence for this view. Consider whether the impact could be disproportionate on any particular protected characteristic. Describe the actions that will be taken to mitigate any negative impacts and how the actions are to be recorded and monitored. Describe any issues that may need to be addressed or opportunities that may arise.

Positive Impact

The PPD Programme has the opportunity to develop residential, mixed use, and/or commercial schemes in deprived areas, using surplus CCC properties/sites. This will have a positive impact upon deprivation, supporting the regeneration of areas through improving the urban environment, providing appropriate housing mix (including affordable/key worker and social housing), providing community facilities and employment opportunities (subject to planning and viability).

The PPD Programme has the opportunity to develop extra care facilities on surplus sites, subject to viability and need (as identified by the Older People's service within CFA). Facilities could include lifetime homes, extra care provision, dementia provision and/or nursing homes etc. This will have a positive impact upon Older People care in Cambridgeshire, supporting CFA and Health objectives.

The PPD Programme also has the opportunity to create facilities that support adult social care provision, subject to viability and need. Facilities could include Day Service centres, employment and training opportunities (such as cafes) and supported housing. This will have a positive impact upon the 'Disability' protected characteristic.

By creating a substantial revenue and capital income stream for the Council, the PPD Programme will support front-line services to all members of the community, including those for the protected characteristics listed above. This will have positive impact on resident's quality of life and the ability of the Council to support its most vulnerable residents.

Negative Impact

No negative impacts have been identified for the protected characteristics listed above.

Neutral Impact

Residential, mixed use and commercial schemes will be provided to all sectors of the community, irrespective of the protected characteristics listed above. There will be no restrictions placed upon those purchasing, renting or using developments constructed by the Council's Housing Company. Therefore the impact of the PPD Programme upon the majority of the protected characteristics listed above is neutral.

All schemes will meet the appropriate Equality Act 2010 requirements for residential, mixed use and commercial

schemes, to be determined and agreed through design, planning and construction.

In addition, if a mixed use scheme provides a new multi-use community facility, this may have a positive impact upon all protected characteristics as well as the general community in providing new/improved facilities, including for services such as Adult Social Care, Marriages and/or Civil Ceremonies, community and health activities/support etc.

Issues or Opportunities that may need to be addressed

Opportunities are identified in the above section.

No further issues have been identified.

Community Cohesion

If it is relevant to your area you should also consider the impact on community cohesion.

Schemes delivered through the Housing Company can provide increased market, affordable and social housing choice across Cambridgeshire. This provides similar life opportunities for people from different backgrounds to live and work where they want to be.

Version Control

Version no.	Date	Updates / amendments	Author(s)
1	07/12/2016	Initial draft	D Bethell
2	08/12/2016	Input from C Malyon	D Bethell