

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Children Families and Adults / Learning Disability Partnership		Name: Tracy Gurney
Service / Document / Function being assessed		Job Title: Head of Service Learning Disability Partnership and Countywide Transitions
Learning Disability Partnership (LDP) contracts.		
Business Plan Proposal Number (if relevant)	A/R.6.101	Contact details: 01223 714692
Aims and Objectives of Service / Document / Function		
<ul style="list-style-type: none"> <li>• To re-tender provider contracts.</li> <li>• To implement a framework contract that meets the requirements of the service.</li> <li>• To ensure services offer quality and value for money.</li> <li>• To manage negotiations with providers of specialist high cost placements through a dedicated team to secure better value for money</li> <li>• To manage and control the demand on the service's financial resource.</li> </ul>		
What is changing?		
<p>There are a significant number of contracts for LDP commissioned services that need to be re-tendered over the next few years.</p> <p>A new framework contract has been developed as part of this process that will update previous contract arrangements in line with current service need and direction. The new contract will include reviewed reporting requirements and will reflect the personalisation agenda and the move towards a progression model focusing on skills development. The tender process is due to start September 2014 with awards being completed in time for April 2015 implementation.</p> <p>As part of this work commissioning models that will provide the correct level and quality of service, and lead to financial efficiencies, will be established.</p> <p>A specific team will also be established to manage the negotiations for specialist high cost placements to ensure the best possible price can be secured for these services. The team will also manage the use of any vacancies arising in local supported living services.</p>		
Who is involved in this impact assessment?		
<p>E.g. Council officers, partners, service users and community representatives.</p> <p>LDP managers Transitions service managers Service Development Manager Contract Managers</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**

This work will ensure that the contracts in place for commissioned services are fit for purpose and fit with the current service direction including the personalisation agenda. This change will ensure that successful providers offer services that actively promote choice and control and empower people to be as independent as they are able to be. The service will have robust contracts in place that are clear and can be effectively monitored and deliver best value for money.

**Negative Impact**

NA

**Neutral Impact**

Other characteristics are not applicable as the planned work will be applied across all LDP service users who are in receipt of commissioned and contracted services.

**Issues or Opportunities that may need to be addressed**

The risk of any re-tendering exercise is that existing providers may not be successful. This could be unsettling and cause anxiety for service users and their families as changes take place. Teams will ensure that service users and their families are involved in the tendering processes.

There is potential for the local market to be impacted if current providers are not successful in tendering, potentially reducing the number of LD providers locally, this will need to be managed in a way that maintains market capacity and manages any risks.

Negotiations around specialist high cost placements may lead some providers choosing not to offer a placement to a service user from Cambridgeshire. The team will need to balance supply and demand to meet individual needs at the best possible price.

**Community Cohesion**

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

N/A

**COMMUNITY IMPACT ASSESSMENT**

Directorate / Service Area		Officer undertaking the assessment
Children Families and Adults / Learning Disability Partnership		Name: Derrick Biggs
<b>Service / Document / Function being assessed</b>		Job Title: Head of Provider Services  Contact details:
Changes to in-house learning disability provider services		
<b>Business Plan Proposal Number (if relevant)</b>	A/R.6.103	
Aims and Objectives of Service / Document / Function		
<ul style="list-style-type: none"> <li>To change the model of service from residential care to supported living to promote greater independence and security for residents.</li> <li>To create space for an additional tenant on a shorter term occupancy (up to two years) with support focused on progressing to more independent living.</li> </ul>		
What is changing?		
<p>The service is currently a registered residential home, regulated by the Care Quality Commission. The change to supported living will result in residents becoming tenants with the rights that come with that status. The support provided by staff will still be regulated by the Care Quality Commission but they will be operating as a home care service visiting the tenants in their own home.</p>		
Who is involved in this impact assessment?		
E.g. Council officers, partners, service users and community representatives.		
LDP managers Care Quality Commission Service users, their families and advocates		

**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.

<b>Positive Impact</b>
The supported living model gives people more rights as tenants than they have as residents in a registered residential home.
<b>Negative Impact</b>
NA
<b>Neutral Impact</b>
There are no specific impacts for people who have the characteristics above.
<b>Issues or Opportunities that may need to be addressed</b>
Service users, their families and advocates will need to be supported to understand the positive impact of the change. The Care Quality Commission will need to support the change in registration of the support provided to the people living in the service.

**Community Cohesion**

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

N/A
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## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Children Family and Adults / Adult Social Care		Name: Tracy Gurney Linda Mynott  Job Title: Head of Service Learning Disability Partnership , Head of Disability Services  Contact details: 01223 714692
Service / Document / Function being assessed		
Use of assistive technology to maximise independence of people with learning disabilities and use of assistive technology to maximise independence of people with physical disabilities.		
Business Plan Proposal Number (if relevant)	A/R.6.106 and A/R.6.116	
Aims and Objectives of Service / Document / Function		
<ul style="list-style-type: none"> <li>• To fully utilise the benefits of assistive technology.</li> <li>• To embed the practice of identifying and referring for assistive technology as part of support planning</li> <li>• To maintain appropriate levels of risk management</li> <li>• To manage and control the demand on the services financial resource by using technology in place of staffing where possible.</li> </ul>		
What is changing?		
<p>This work has been taking place in the LDP for the last year.</p> <p>The service has invested in a specialist OT who is leading on a project to assess where assistive technology could improve a service user's independence, reduce their reliance on staffed services and embed the thinking around ATT into the practice of the service.</p> <p>Thorough assessments are carried out using "just checking" equipment for a period of approximately six weeks. This determines the level of activity / need of an individual. For example it will detail the number of times a person needs assistance during the night from members of staff. The assessment outcomes are therefore very person centred, evidence based and can highlight any risks.</p> <p>The outcome of this work to date is that a number of packages of care where waking night staff has traditionally been commissioned have reduced as staffing, ( with the benefit of assistive technology equipment provided as a result of the assessment) has reduced to a requirement for a sleep in. A saving of approximately £15,000 per annum per person. Any equipment needed that would not normally be provided by the generic ATT service run by CCS has been funded from the savings that have been made.</p> <p>The changes for this project going forward into 2015/6 is that the practice of the LDP is changing and we will no longer commission long term waking night support as part of a package without this assessment taking place and only where the assessment outcomes indicate risks or need can not be met by assistive equipment.</p> <p>To manage a crisis or episode of ill and unstable health waking nights may be required but this will be commissioned on a time limited basis and only remain where the above assessment indicates the necessity.</p> <p>In addition training is taking place with all practitioners to highlight the benefits of ATT and the requirement to complete a checklist as part of an assessment and funding agreement.</p> <p>The learning from this approach in the LDP is being introduced into the Physical Disability Service to ensure that a wide range of assistive technology is considered when identifying how to support people to maintain or develop greater independence.</p>		

**Who is involved in this impact assessment?**

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

LDP and PD managers  
Transitions service managers  
Finance colleagues  
ATT project lead

**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		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 implementation of this project has already demonstrated that thorough assessment and use of technology it can reduce a person's reliance of staff support and therefore promote their independence. The resulting efficiencies this provides for the service ensures that our financial resource can be used more effectively and can also result in our ability to fund equipment which is not available through generic ATT services where this would give the desired outcomes.

**Negative Impact**

There has been a resistance from some independent providers around reduction in staffing levels as a result of the assessments carried out.

There has been some reluctance from carers of service users to participate in the assessment process this is for two reasons, firstly that the outcome could see a reduction in their financial allocation and secondly, an increased level of anxiety that provision of equipment will not manage any risks as well as a member of staff being present.

Any issues raised by providers or family members are discussed with them using the detail evidenced in the assessment to support the service's decision whilst re-assuring that if a person's needs change then a re-assessment will be carried out.

**Neutral Impact**

Other characteristics are not applicable as the planned change in practice will be applied across all LDP service users who are in receipt of waking night support and all people with a physical disability who could benefit from the use of a range of assistive technology equipment.

Issues or Opportunities that may need to be addressed
The training / awareness sessions for all staff need to be completed.

**Community Cohesion**

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

N/A
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## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Children Family and Adults / Learning Disability Partnership		Name: Tracy Gurney
Service / Document / Function being assessed		Job Title: Head of Service Learning Disability Partnership  Contact details: 01223 714692
Demand Management: Manage Activity for Learning Disability against available budget.		
Business Plan Proposal Number (if relevant)	A/R.6.108, A/R.6.109	
Aims and Objectives of Service / Document / Function		
<ul style="list-style-type: none"> <li>To define through new policy statements the services that the LDP are able to provide within available resource whilst continuing to meet statutory duties.</li> <li>To manage and control the demand on the services financial resource by promoting a model of progression and independence through the Transforming Lives approach to service delivery.</li> <li>To change the focus of discussions with service users and their family during support planning</li> </ul>		
What is changing?		
<p>The LDP financial calculator was reviewed and reduced in 2014/15 to ensure that the resulting offer does not lead to over provision of service against assessed eligible need.</p> <p>The changes that were put in place were considered against current active cases. The result was that the offer will be the minimum requirement to meet assessed needs.</p> <p>This change means that the discussion between care managers and service users and carers will change from being around not spending the full indicative amount where this would result in an over provision of service to a discussion about how needs can be met within the new amount and where there is evidence that this cannot be achieved the current business process allows for additional resource to be agreed.</p> <p>This change will be rolled out in parallel with the change to AIS which will also mean that the previously used upper banding calculator will no longer be used and the indicative person budget will be determined by staff developing a bespoke support plan for those people with the most complex needs.</p> <p>Teams are continuing to work with the new financial allocation, introducing it when reviews are carried out for service users giving the opportunity to revisit how needs can be met in the most cost effective way.</p> <p>Greater clarity will be provided through development of policy statements on the level / criteria of service provision such as transport, single person services, leisure activities and use of assistive technology. These policies will support practitioners in meeting savings requirements whilst still ensuring an individual approach to meeting statutory duties.</p>		
Who is involved in this impact assessment?		
E.g. Council officers, partners, service users and community representatives.		
LDP managers Transitions service manager Representatives of the transformation team		

**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		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 positive impact is that the financial resource of the service will continue to be allocated on the basis of assessed eligible need in line with the national threshold of "substantial" and statutory duties will be met in an equitable way. The focus on progression and Transforming Lives will mean that for some people they will have the support to develop and maintain skills for independence either through statutory services or existing community resources. The use of assistive technology rather than staffing (where risk allows) will not only promote independence but also give a greater degree of dignity and respect for an individual.

**Negative Impact**

Continued application of the reduced RAS alongside application of new policies will result in individuals having their needs and support plans reviewed and potentially reduced if eligible needs can be met for a reduced level of funding.

**Neutral Impact**

Other characteristics are not applicable as the planned reduction in the financial calculator will be applied across all LDP service users.

**Issues or Opportunities that may need to be addressed**

The reduction in the financial allocation may lead to an increased number of complaints. To mitigate this a communication briefing is available for staff emphasising the need for value for money, not over providing but still having a legislative duty to meet assessed eligible need. The current business process allows managers to increase an indicative amount if there is evidence that need cannot be met in the original offer. The application of new policies could result in increased demands on family carers. This will need to be closely monitored ensuring that support to enable people to continue in their caring role is provided through the new model of support for carers that will be tendered shortly.

**Community Cohesion**

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

N/A

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Adult Social Care		Name: Linda Mynott  Job Title: Head of Disability Service  Contact details: 01480 373220
Service / Document / Function being assessed		
Demand Management: Manage Activity for Physical Disability against available budget.		
<b>Business Plan Proposal Number (if relevant)</b>	A/R.6.113, A/R.6.117, A/R.6.118, A/R.6.120, A/R.6.121	
Aims and Objectives of Service / Document / Function		
Physical Disability & Sensory Services will focus on actions needed to manage demand within net available resources.		
What is changing?		
<p>The Physical Disability &amp; Sensory Services will manage demand through:</p> <ul style="list-style-type: none"> <li>Ensuring people have access to information and advice to help them themselves</li> <li>Ensuring people have access to support when they need it to assist them through unstable periods/crisis in order to maintain independence</li> <li>Considering community resource before provision of statutory support</li> <li>Using local resources to avoid the need for transport</li> <li>Setting progressive goals to increase/regain independence to negate or reduce the need for ongoing support</li> <li>Supporting carers through a new model of carers support</li> <li>Increased use of mobile technology for practitioners, saving time and travel expense</li> <li>Working with CYPS to improve preparation for independence - focussing on lifelong skills and employment skills for children with disabilities whilst still in education</li> </ul> <p>In addition practitioners will continue to:</p> <ul style="list-style-type: none"> <li>Work closely with partners; health, voluntary orgs</li> <li>Offer Reablement as default</li> <li>Maximise use of Housing Related Support Services</li> <li>Maximise the use of sensory equipment</li> <li>Continue to maximise access to Visual Impairment Rehabilitation and Occupational Therapy</li> </ul>		
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.

<b>Positive Impact</b>
<ul style="list-style-type: none"> <li>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</li> <li>Young people will be supported to maximise the skills needed for adulthood before reaching the age of 18.</li> </ul>
<b>Negative Impact</b>
<ul style="list-style-type: none"> <li>Limited opportunities for social inclusion within some areas may place carers under increased stress</li> <li>Withdrawal / non-use of services following assessment/review may impact on some providers.</li> </ul>
<b>Neutral Impact</b>
<ul style="list-style-type: none"> <li>The characteristics where the impact is deemed as neutral are those which are not relevant as no distinction is made when delivering the service.</li> </ul>
<b>Issues or Opportunities that may need to be addressed</b>
<ul style="list-style-type: none"> <li>Ensure adequate capacity of re-ablement and housing related support services</li> <li>Ensure practitioners across ASC have adequate knowledge of Sensory Services</li> <li>Availability of mobile technology for staff</li> <li>Work with partner agencies/organisations to increase local opportunities/activities for people with a disability</li> <li>Ensure that information, advice and guidance is accessible for all across the county</li> <li>Services in place that support progression/maximising independence</li> </ul>

**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

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Children, Families and Adults		Name: Linda Mynott  Job Title: Head of Disability Services  Contact details:
Service / Document / Function being assessed		
Support for people on the autistic spectrum		
<b>Business Plan Proposal Number (if relevant)</b> A/R.6.115		
Aims and Objectives of Service / Document / Function		
The aim is to provide information, advice and signposting for people on the autistic spectrum to enable them to access appropriate support to lead independent lives, reducing demand on statutory services.		
What is changing?		
<p>There will be dedicated advice and support for young people and adults on the autistic spectrum in Cambridgeshire, delivered through two new posts recruited to by the National Autistic Society.</p> <p>This will ensure that needs are met at an early stage in a community setting thereby avoiding the requirement for more intensive statutory services.</p> <p>It represents a substantial improvement in services for people on the autistic spectrum in the county and will provide essential support for people on the autistic spectrum and their carers.</p>		
Who is involved in this impact assessment?		
e.g. Council officers, partners, service users and community representatives.		
Representatives included in the planning group from:  Children Families and Adults Directorate Family Carers People on the autistic spectrum National Autistic Society Independent Provider (Red2Green) Cambridgeshire and Peterborough Foundation Trust		

**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.

<b>Positive Impact</b>
The posts will enhance the health, well-being and quality of life for a group of marginalised and potentially vulnerable people by enabling them to access services in the local community.
<b>Negative Impact</b>
None identified
<b>Neutral Impact</b>
Other characteristics are not applicable in this service or are not relevant in the delivery of this service as no distinction is made when delivering the service.
<b>Issues or Opportunities that may need to be addressed</b>
None identified

**Community Cohesion**

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

The proposal will improve community cohesion by promoting the inclusion of a marginalised group of people

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area	Officer undertaking the assessment
Children, Families and Adults: Adult Social Care Services – Service Development Older People	Name: Jane Heath Job Title: Project Manager
Service / Document / Function being assessed	Contact details: 01223 703563
Rationalisation of Housing Related Support contracts (previously part of the Supporting People Programme)	
A/R.6.125	
Aims and Objectives of Service / Document / Function	
<p>To provide needs based housing related support to those living in sheltered housing, irrespective of their age and to older people (aged 65+) living in the broader community, to enable them to continue to live as independently as possible in their own homes. The intention is for the service to help address Cambridgeshire County Council's current priorities by:</p> <ul style="list-style-type: none"> <li>• Minimising social isolation.</li> <li>• Improving health and well-being.</li> <li>• Integrating with other initiatives for the same client group.</li> <li>• Sign-posting to existing services of relevance.</li> <li>• Contributing to the preventative agenda.</li> </ul>	
What is changing?	
<p>The new service will be targeted at those living in sheltered housing and in the wider community. It will make more effective use of resources by:</p> <ul style="list-style-type: none"> <li>• Extending housing related support into the wider community, not just for those in sheltered housing.</li> <li>• Moving from an insurance-based model to a needs-based allocation of support.</li> <li>• Extending support across all types of housing tenures i.e. people who own and people who are renting property.</li> <li>• A greater emphasis on sign-posting and enabling rather than doing, to assist in maintaining greater independence and to prevent dependency.</li> <li>• Improving links with other relevant services for older people and increasing access to information about these services.</li> <li>• Reducing duplication of services and service users' contacts.</li> <li>• Reducing risk of social isolation to older people in the wider community.</li> <li>• More short-term interventions to minimise the creation of dependency through on-going support as is the case now.</li> <li>• Making better use of assistive technology as an alternative where appropriate.</li> <li>• Achieving better outcomes for those in need as support will be more directed and dedicated to individual needs.</li> <li>• Promoting a greater reliance on people looking out for and supporting each other ('good neighbour' approach).</li> <li>• Freedom for older people to engage with and run their own community activities and thereby gain greater confidence and independence.</li> </ul>	
Who is involved in this impact assessment?	
e.g. Council officers, partners, service users and community representatives.	
<p><b>Lead by:</b></p> <ul style="list-style-type: none"> <li>• Claire Bruin – Service Director ASC</li> </ul> <p><b>Supported by:</b></p> <ul style="list-style-type: none"> <li>• HRSOP Project Board</li> </ul> <p><b>Council officers involved:</b></p> <ul style="list-style-type: none"> <li>• Lynne O'Brien, Commissioning Officer</li> <li>• Tim Brunton, Project Manager (now Jane Heath)</li> <li>• Louise Tranham, Contracts Manager</li> </ul>	

**Stakeholders:**

- Older people living in Cambridgeshire, their families and carers
- Current sheltered housing tenants
- Sheltered housing providers
- Scheme managers
- Elected Members
- District Councils / CRHB
- Health / GPs
- County Council Assistive Technology Commissioning Manager
- Head of Service Development Older People (position vacant)
- Voluntary sector
- Legal team
- Procurement team

**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		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**

A service that is needs-based places greater emphasis on:

- Maintaining independence.
- Reducing social isolation.
- Improving access to services.
- Supporting people to improve their health and well-being.
- Assisting people to engage more with community activities, some of which are faith based charities.

Those not currently in receipt that need the service will receive support in relation to their needs without having to move home to receive the support.

Evidence includes:

- Cambridge City Council 60+ pilot and the Fenland pilot.
- Re-modelling of South Cambridgeshire District Council Sheltered Housing.
- Public Consultation conducted July – October 2012: Living Independently in Cambridgeshire.
- The fact that people are currently required to pay for a service that they do not need.

**Negative Impact**

Some people may receive less hours of support in the future as a result of our commissioning greater equity of provision. This should be mitigated by signposting to existing voluntary services, particularly through the Community Navigators, and by promoting independence within the community rather than ongoing dependence on a single person or provider.

**Issues or Opportunities that may need to be addressed**

Some existing tenants may perceive that their service is being reduced with the withdrawal of on site scheme managers. The reality is that the service is being remodelled to focus on assessed needs to achieve more effective outcomes.

There is an opportunity to make better use of public resources by implementing a needs assessed model of delivery.

**Community Cohesion**

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

The proposed changes should lead to more residents of sheltered housing schemes becoming involved in community services and events outside their residential scheme.

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Children's, Families and Adults / Older People and Mental Health		Name: Charlotte Black
Service / Document / Function being assessed		Job Title: Service Director Older People and Mental Health
Older People / Management for Nursing Care Placements, Residential Care Placements and Home Care Hours (Demand Management)		Contact details: 01223 727990
<b>Business Plan Proposal Number (if relevant)</b>	A/R.6.201 A/R.6.202 A/R.6.203 A/R.6.204 A/R.6.205 A/R.6.206 A/R.6.207 A/R.6.211 A/R.6.213 A/R.6.214	
Aims and Objectives of Service / Document / Function		
<p>The demand management plan is focussed on actions needed to secure greater financial control and enable the Older People's Services Teams to manage demand within the net available resources. This is in order to respond to the increase in demographic pressures and the increasing numbers of older people who are very frail and have complex needs and therefore need higher levels of support.</p>		
What is changing?		
<p>A number of changes will be made as part of the overall demand management action plan, building on the work that will have been completed in 2013/14. Some are more focussed on continuing to develop more robust processes and procedures internally and with partners, which will result in a more explicit and transparent process required underpinning the commitment of County Council budget. The following changes are planned that may result in visible differences in the service received by users:</p> <ul style="list-style-type: none"> <li>• Ensuring that the funding follows the accountability within the NHS and social care- this will be most evident when consideration is being given to whether someone has continuing health care needs (CHC)</li> <li>• Identifying any additional savings that can be secured through effective commissioning of the integrated community equipment service</li> <li>• Changing the way in which respite care is planned and contracted for moving away from one off 'spot' purchases to a more planned approach- this may also involve a move away from respite care in residential and nursing homes to community and home based respite</li> <li>• Ensuring that any contracts the Council holds with providers of care and support for older people are fit for purpose</li> <li>• Ensuring that where someone has had a financial assessment that concludes that they can pay for their own care, and the reablement service is providing that until home care becomes available, this is paid for by the service user</li> <li>• Reviewing the highest cost packages of care and identifying any possible savings</li> <li>• Comparing the costs and amount of care that CCC provides to other Local Authorities and identifying any possible savings or efficiencies</li> <li>• Reducing the Council's investment in interim beds in Huntingdonshire in consultation with NHS colleagues- as this is an area where it has been identified that the Council is paying for care that the NHS should be funding</li> </ul>		

**Who is involved in this impact assessment?**

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

The Older People and Mental Health Directorate and staff. Issues covered in this plan have also been discussed with key partners in the NHS.

**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**

An increased focus on how with the available resources we can provide the best possible quality of support for older people.

**Negative Impact**

As the Council seeks to become more explicit about what funding is used for in line it's accountabilities, this may result in some decisions that are experienced by service users and partners in a negative way and or as a reduction in support or funding. The eligible needs of people receiving a social care assessment will continue to be addressed in line with the Council's statutory duties, although the way in which these needs will be met may change.

**Neutral Impact**

There are no obvious ways in which these changes would have an impact on the other key elements listed.

**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.

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

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Children, Families and Adults Services		Name: David Frampton
Service / Document / Function being assessed		Job Title: Commissioning Manager Mental Health
Review of non statutory community based support services for adult mental health - Choices		Contact details: david.frampton@cambridgeshire.gov.uk
Business Plan Proposal Number (if relevant)	A/R.6.216	

**Aims and Objectives of Service / Document / Function**

**Choices** is a third sector Counselling service based at Alex Wood Hall, Norfolk Street, Cambridge

The contract with Choices is held by the NHS Cambridgeshire and Peterborough Clinical Commissioning Group (CCG) and the service is available to people 16 years and above registered with a GP practice within Cambridgeshire.

The client group for this service are individuals 16 years or over living within Cambridgeshire who have been victims of past/historic sexual abuse as children ( 16 years and under) whether this was a single isolated incident or ongoing abuse. The service offers counselling to people suffering from depression and anxiety disorders due to historic sexual abuse.

The Choices organisation is not fully funded by the Council. The total funding from the CCG and Council is £46,937 with the Council contributing £26,937 of this figure. (The CCG has no current plans to reduce its funding). In addition to this, Choices receives some limited funding from donations and grants.

The funding of the service is used for room hire, training, sessions with counsellors, employment of an admin/data worker and a coordinator.

The service is provided at the satellite premises around Cambridgeshire. Referrals are accepted from primary care, secondary services, IAPT services and by self referral.

This is not a rape counselling service. That is a separate service funded by the National Commissioning Board (The Oasis centre in Peterborough). The Choices contract specifically states that the service will not accept referrals from the Sexual Assault Referral Centre (SARC). The responsibility for commissioning specialist counselling for clients of the SARC lies with the National Commissioning Board. This responsibility was transferred from the CCGs in the Eastern region in 2013.

Extracts from the contract are summarised below:

It is the aim of the service provider to provide a 2 hr assessment within 4 – 6 months. It is also the intention that all clients deemed appropriate for the service after the assessment will wait no longer than 6 months to receive their first counselling session.

If it is appropriate, they will be offered an hour session once a week for up to 2 years in a location convenient to the client where a counsellor is available.

The service will consider all referrals on an individual basis and work in partnership with other service providers to provide the most appropriate service for each client. Each new referral is contacted initially via telephone and will receive treatment within the timescales highlighted above.

The service will be available to all people 16 years + registered with a GP practice within Cambridgeshire or if not registered living in Cambridgeshire.

Performance data supplied by Choices for the period 1st April 2013-Sept 2014 shows that the number of people who started treatment in the period was 15 and the number who finished treatment was 9. Counselling was provided in the period to 47 clients in total. The number of counsellors providing treatment was 15. Of the 47 people in treatment, 41 were women and 5 were men. Ethnicity statistics reflect the general population characteristics of Cambridgeshire. Choices report that there is a waiting list for the service.

### What is changing?

The Council has the intention of reducing its funding contribution from April 2015. The reduction would be spread over 2 financial years.

During the Council's business planning process for 2014/15, which required significant savings of 29% to be achieved over a 4 year period, all contracts were reviewed. It was not possible to apply a standard reduction across all services as the unit cost of some services cannot be significantly reduced, for example residential care.

Therefore an overall approach was taken that gave consideration to several factors such as;

- was this service a statutory responsibility and delivering a legal duty of the council?
- was it providing a core service for example supported accommodation?
- was it a service that delivered against the Health Wellbeing Strategy, Priority Four - Create a safe environment and helping to build strong communities, wellbeing and mental health?
- had the service already been subject to recent reductions in funding?
- was the service of good quality delivering recognised outcomes and an effective use of Council resources?

This has meant that reductions have fallen on non core service areas.

In the case of Choices, the funding of counselling is not a core social care responsibility.

The Choices contract referral routes (with the exception of self referrals referral pathways lie within existing NHS funded services (primary care, IAPT, secondary care and other counselling services).

Therefore the proposal discussed with the CCG and Choices in May-July 2014 was to end funding of the service from April 2015. On reviewing the impact on the service, this has been substantially modified.

The intention now is to reduce the funding over a 2 year period as follows :

April 2015-16 to reduce Council funding by £3925 to £ £23,147.

April 2016-17 a further reduction of £3925. to £19,222.

This represents an 8.5% reduction over each of the 2 years as a percentage of total funding (Council and CCG funding) for the project.

It is recognised that this will have a significant impact on the organisation. Giving early notice to the organisation regarding funding reduction gives time to work with the Choices to help manage the impact.

### Who is involved in this impact assessment?

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

The Council, (contract and commissioning managers). The NHS Clinical Commissioning Group, commissioning managers, Choices. Service users are not included. It is not possible to involve people who have used the service as they wish to preserve their anonymity.

**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**

There is no positive impact.

**Negative Impact**

There will be a reduction in the number of people accessing the service and they will not receive treatment from the service for anxiety/depression and stress brought on by their experiences. There is a negative impact on the sex protected characteristic as the service reduction affects more women than men (of the total of 47 people treated, 41 were women). The service runs a waiting list so this will increase.

The following points are relevant in seeking to mitigate the immediate impact.

1. The reduction is not immediate and is spread over 2 years.
2. The Choices organisation has built up reserves so that continuity of treatment can be made to all people currently in counselling (the timescale is for 2 years of counselling).

There will need to be contract meetings with Choices and CCG commissioners to work to review the impact monitor performance data and work with the organisation.

**Neutral Impact**

There are no obvious ways in which these changes would have an impact on the other key elements listed.

**Issues or Opportunities that may need to be addressed**

This is covered under negative impact.

**Community Cohesion**

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

The number of people in the service is small and covers a wide geographical area so this is not a relevant area.

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Children, Families and Adults Services		Name: David Frampton
<b>Service / Document / Function being assessed</b>		Job Title: Commissioning Manager Mental Health
Review of non statutory community based support services for adult mental health		Contact details: david.frampton@cambridgeshire.gov.uk
Lifecraft ( Community centre support mental health)		
<b>Business Plan Proposal Number (if relevant)</b>	A/R.6.216	
Aims and Objectives of Service / Document / Function		
<p>Lifecraft offers community centre support for people with mental health problems. People attend a base in Mill Rd Cambridge for support .Service is run by a charity known as Lifecraft.</p> <p>The overall aim of the service is to enable service users to play a strong part in running the Service (including paid employment) with an emphasis on mutual support based on activities at the centre and accessing mainstream services.</p> <p><b>Objectives</b></p> <p>The Service supports people by:</p> <ul style="list-style-type: none"> <li>• Working with Service Users who are reluctant or disengaged and with those who have additional vulnerabilities through social isolation, including homelessness. This will include Service Users with whom statutory agencies may have found it difficult to work with.</li> <li>• Positive role modeling in the form of Service User employees and encourage Service Users to take up training opportunities or to become employees within the Service.</li> <li>• A creative approach by enabling Service Users to develop self esteem through exhibitions, performances and social enterprise activities.</li> <li>• Meets the needs of vulnerable people by providing a safe and supportive environment. The Service promotes keeping safe by self help and mutual peer support to enable people to make informed choices. This includes opportunities for people to form new relationships and take advantage of new social opportunities.</li> <li>• To improve life skills, for example, budget skills.</li> <li>• Develop coping skills for dealing with mental illness and crises.</li> <li>• Support people to access new roles, relationships and mainstream social/leisure opportunities of their choosing.</li> <li>• To work with the Service Users to enable them to access resources that will assist with training/ employment and volunteering</li> </ul> <p>Funding for the service for 2014-15 (prior to any reduction in funding) is £84,400 from the County Council. The CCG contract for a counselling and telephone helpline service from the same organization, but do not fund the community centre.</p>		

<b>What is changing?</b>
Reduction in funding of the community centre by 10%. Commencing from 30 <sup>th</sup> September 2014. This will be a reduction of £4,203 in financial year 2014-15 and then a further reduction of £4,203 in 2015-16.
<b>Who is involved in this impact assessment?</b>
E.g. Council officers, partners, service users and community representatives.
Lifecraft, service user engagement officer for the Council service users, contract and commissioning managers, CCG commissioners and Service User Engagement service (SUN network) and service users.

**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.

<b>Positive Impact</b>
<p>There is positive impact in that, in recognition that the organisation is small, Lifecraft are planning to enter into a partnership with a much larger mental health organisation. This will give increased governance, enable the service to have access to greater expertise to guide future development which will enable better use of available resources and offer more stability to the organisation. In turn this will lead to more effective support for people who are supported by the service.</p> <p>There has been substantial work undertaken by the County Council in reviewing the service as the contract was coming to an end and a review was required. Service users have been substantially involved in the review. Feedback has been positive.</p>
<b>Negative Impact</b>
<p>Potential to have a negative impact on disability as the service supports people who have mental health issues and who find it difficult to access work opportunities.</p> <p>This impact is likely to be low as discussions with the manager of the service indicate that activities can be maintained within the new budget by the use of volunteers and members of the centre. There will be more potential for a negative impact should the service not enter into a partnership arrangement.</p> <p><b>Mitigation:</b> As the changes in funding will only come into effect from 1st October 2014 this has given the organisation time to review the operation of the service and to enter into partnership with a larger mental health organisation. The service will be more at risk if this does not occur. Commissioners and contract managers from both the CCG and County Council will continue to meet with the organisation to work to mitigate the effect of reduction in funding.</p>

**Neutral Impact**

There are no obvious ways in which these changes would have an impact on the other key elements listed.

**Issues or Opportunities that may need to be addressed**

As listed under 'positive impact'. Lifecraft will enter into a partnership with a larger mental health organisation. This will need monitoring and the County Council supporting the new arrangement to ensure the service has a clear focus.

**Community Cohesion.**

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

The service does have a positive impact on community cohesion as it offers support to local people who are isolated because of mental health issues. Although the funding is reducing there should still be capacity in the organisation to maintain its open door policy so no negative impact is anticipated.

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Children, Families and Adults Services		Name: David Frampton Job Title: Commissioning Manager Mental Health
Service / Document / Function being assessed		Contact details: david.frampton@cambridgeshire.gov.uk
Review of non statutory community based support services for adult mental health  CIAS ( Mental Health Advocacy Service)		
Business Plan Proposal Number (if relevant)	A/R.6.216	
Aims and Objectives of Service / Document / Function		
<p>CIAS is a third sector organisation contracted to supply an advocacy service for people with mental health issues. The service covers the whole of Cambridgeshire.</p> <p>There are 2 contract areas.</p> <ol style="list-style-type: none"> <li>1. A specific IMHA service (independent mental health advocate service for people detained under the Mental Health Act. It is a statutory responsibility to enable people to access an advocate where there is no other person available to the person being detained.</li> <li>2. A generic advocacy service which accepts referrals from the general population</li> </ol> <p>Total funding is £261,335 of which the CCG fund £73,653.</p>		
What is changing?		
From 1 <sup>st</sup> April 2015 there will be a reduction in funding of £30,000 which is the equivalent of one post.		
Who is involved in this impact assessment?		
E.g. Council officers, partners, service users and community representatives.		
<p>The Council, (contract and commissioning managers). CIAS.</p> <p>The Service User Network SUN ( independent user network)</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**

As this will be reduction in funding there is no positive impact

**Negative Impact**

This does represent a reduction of funding so there will be a potential for negative impact but there is scope to use the resources more efficiently as described below so impact should be low, particularly for financial year 2015-16. This is because of plans developed by the service to mitigate the impact. The service has been reviewed, the proposal discussed with CIAS managers .Council Commissioners and Contract Managers are working with CIAS managers to focus remaining resources to cover potential gaps . For financial year 2015-16 there will be no reduction in service as due to a combination of reducing overheads and use of reserves, service delivery hours will remain unchanged. For 2016-17 the service will operate to clear priorities. There has been a period of substantial management change in the organisation and contract meetings have shown a need for the service to more clearly prioritise its work. IMHA work will be given a priority as this is a statutory duty.

**Neutral Impact****Issues or Opportunities that may need to be addressed**

This is an opportunity to work constructively with new managers in CIAS to focus the work of the service. The contract has been running for 2 years and there has been a large amount of organisational change

**Community Cohesion**

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

The number of people in the service is small and covers a wide geographical area so this is not a relevant area.

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Children, Families and Adults Services		Name: David Frampton
		Job Title: Commissioning Manager Mental Health
Service / Document / Function being assessed		Contact details: david.frampton@cambridgeshire.gov.uk
Review of non statutory community based support services for adult mental health		
CRI (Cambridgeshire Street Outreach Service)		
Business Plan Proposal Number (if relevant)	A/R.6.216	
Aims and Objectives of Service / Document / Function		
<p>The CRI Street Outreach Service is a third sector organisation contracted to support people who are homeless, or are at risk of losing existing accommodation. The service supports people within the Cambridge City District Council area with the exception of the homelessness prevention worker based at Fulbourn Hospital who has a County wide remit.</p> <p><b>The contract with the County Council sets the following aims for the service:</b></p> <p>The Service shall provide community based outreach support to single people aged over 18 who are homeless or at risk of becoming homeless who are, typically, hard to engage and require a flexible outreach approach to ensure they receive the services they need. Such people will be vulnerable and may have mental health needs, a learning disability, and substance misuse issues, suffer from physical ill health or disability or may be engaged in a Street Based Lifestyle. I.e. those who sleep rough, drink, beg, sex work or indulge in a number of other potentially anti-social behaviors. They will often have a combination of such needs, lead chaotic lifestyles and present considerable challenges to Statutory Services in how their needs can be adequately met.</p> <p>The Service shall provide mental health support to any person who is found to be homeless or living in temporary accommodation in the Cambridge City area, or who is living in their own accommodation within the Cambridge City area but who is at serious risk of becoming street homeless and who requires support to maintain this accommodation which cannot be provided by the usual mechanisms, because they are hard to engage due to their chaotic lifestyle. The aim of the service shall be to support the individual to access mainstream services, however, the service shall actively engage with the person until a robust support mechanism is sustained to enable the person to manage in a more permanent accommodation.</p> <p>The total funding of the contract is £247,916 .The County Council fund £114,494 of this amount with the balance being funded by Cambridge City Council.</p>		
What is changing?		
<p>From 1<sup>st</sup> April 2015 there will be a reduction in funding from the County Council of £10,000.</p>		
Who is involved in this impact assessment?		
E.g. Council officers, partners, service users and community representatives.		
The Council, (contract and commissioning managers). Cambridge City Managers and CRI managers.		

## 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

As this will be reduction in funding there is no positive impact.

### Negative Impact

This does represent a reduction of funding and the service does work with the most vulnerable in society so there will be a potential for negative impact but the impact for users ( if any) of the service should be low. A CIA has been completed because the service supports a vulnerable client group.

The reasons for stating a low impact are:

1. Part of the work of the CRI is tenancy sustainment rather than working with incidents of homelessness. It should be possible for CRI to transfer some of this work to a new service which is being tendered for a start date of February 2015. This is the Mental Health Support and Prevention Service .The remit of that service is tenancy sustainment. That should release capacity.
2. Although the funding will be reduced by £10,000 the remaining funding value still represents an increase from the contract award in 2008 .The reason being that in 2013 there was an increase in funding of 37K to employ a worker based at Fulbourn hospital with a remit to work in a more focused way regarding issues of homelessness following admission to psychiatric hospital. Although the worker has a particular remit this still takes work pressure off the rest of the service.

In effect the service is retaining a higher level of funding than in the original contract value but is being asked to protect the work of the Fulbourn worker. The service will have to manage its general homelessness work with reduced staffing hours and this may have a negative impact. The service should be able to adapt but this will be kept under review via contract meetings.

### Neutral Impact

There are no obvious ways in which these changes would have an impact on the other key elements listed.

Issues or Opportunities that may need to be addressed
<p>There will be a need to work with the newly appointed CRI managers to manage the change and in ensuring the CRI and the new Mental Health Support and Prevention Service support each other.</p>

**Community Cohesion**

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

<p>This service has a positive impact on community cohesion as it supports those who are most in danger of being excluded. The changes should not affect this.</p>
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## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Children, Families and Adults Services		Name: David Frampton
		Job Title: Commissioning Manager Mental Health
<b>Service / Document / Function being assessed</b>		Contact details: david.frampton@cambridgeshire.gov.uk
Review of non statutory community based support services for adult mental health		
Metropolitan Housing. Mental Health Supported Accommodation Service		
<b>Business Plan Proposal Number (if relevant)</b>	A/R.6.216	
<b>Aims and Objectives of Service / Document / Function</b>		
<p><b>Priority Group</b> Metropolitan Housing run under contract to the County Council accommodation support services for adults with mental health needs in Cambridgeshire.</p> <p>Priority is given to people who:</p> <ul style="list-style-type: none"> <li>• Are most in need in terms of inability to function and are most at risk without this supported accommodation.</li> <li>• Individuals who are in residential care but have been assessed as being able return to the community, but need the level of support being offered by this Service.</li> <li>• As an alternative placement for people who may otherwise have been placed in residential care but can be supported by this Service.</li> <li>• Are able to be re-enabled to live in their own accommodation (they may need some continuing support via the floating support service or other community based services).</li> <li>• To facilitate a timely discharge from hospital and to prevent hospital admission where possible.</li> </ul> <p>The Service is accessed by referral to the Cambridgeshire Mental Health Accommodation forum. The provider supports a range of accommodation projects ranging from low level support to projects with higher staffing levels designed to offer an alternative to residential care.</p>		
<b>What is changing?</b>		
<p>The funding will be reduced by £84,000 from the 1<sup>st</sup> October 2016. This will mean a reduction in funding of £42,000 in budget year 2015-16 as it is being reduced part-year. In effect, this means the closure of one service of between 10 -12 units (a unit is one bedspace). Discussions are taking place to identify the most appropriate project.</p> <p>There was a tender of nearly all mental health supported accommodation services in Bedfordshire in 2012 and the services were reorganised into tiers of support, i.e form low level need to higher level need. At the time of the tender service users were consulted regarding the service model. There have been a number of changes since that time with the closure of older services and the opening of more modern services where people do not have to share facilities.</p>		

**Who is involved in this impact assessment?**

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

The Council, (contract and commissioning managers). Metropolitan Housing. Cambridgeshire and Peterborough NHS Foundation Trust.

**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**

As this will be reduction in funding there is no positive impact.

**Negative Impact**

There will be some negative impact at a County operational level as overall this will represent a reduction in the number of beds available. However, the use and turnover in the various projects has changed since the start of the new contract. There has been an increase in move-on of tenants as the service has changed to a recovery focus to enable people to move on. This has meant there have been some voids across the service. In terms of numbers then the service as a whole should be able to reduce numbers slightly. But this is not straight forward. Some vacancies have resulted from a service being unsuitable for peoples needs (shared properties where people, share facilities can be difficult to fill).

For the individual tenants closure of any service can be problematic in terms of timescale and in addressing individual needs whilst at the same time holding sufficient vacancies in order for any moves to take place with the subsequent delay in placing new referrals to the service.

The risk can be mitigated by working with the service provider and the accommodation forum lead to ensure there is a project plan in place and the forum works with the provider to allocate vacancies.

Part of the negative impact is more difficult to quantify as it is a function not of changes within the contract relating to individual projects, but on wider service pressures. The relatively large number of supported accommodation units in Cambridgeshire is partly a response to the difficult housing supply problem particularly in Cambridge City. There is a risk that as mental health services as a whole are under pressure this could feed through to increased demand for supported accommodation.

**Neutral Impact**

There are no obvious ways in which these changes would have an impact on the other key elements listed.

**Issues or Opportunities that may need to be addressed**

As stated a detailed project plan will be developed.

**Community Cohesion**

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

This service has a positive impact on community cohesion as it supports those who are most in danger of being excluded.

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Children Adults and Families Service		Name: David Frampton
Service / Document / Function being assessed		Job Title: Commissioning Manager Mental Health
Review of non statutory community based support services for adult mental health		Contact details: David Frampton@cambridgeshire.gov.uk
Richmond Fellowship .Access to Work Employment Support Service.		
Business Plan Proposal Number (if relevant)	A/R.6.216	
Aims and Objectives of Service / Document / Function		
<p>The service provides an employment support service for adults who have moderate to severe mental health needs who are ordinarily resident in Cambridgeshire. The service covers all areas of Cambridgeshire. The service is provided from 2 bases, one in Cambridge, the other in Godmanchester.</p> <p>This includes the provision of employment advisors to provide one to one support to people with mental health problems who require assistance to access and sustain employment. This is to achieve the following objectives:</p> <ul style="list-style-type: none"> <li>Increasing employment rates of people with a mental health problem</li> <li>Increasing the number of people with a mental health problem accessing training and education</li> <li>Increasing the number of people with a mental health problem accessing volunteering opportunities</li> </ul> <p>The service provides an employment support service working through the principles and practice of Individual Placement and Support Service (IPS). This is a model used in mental health supported employment services.</p> <p>The IPS model is seen to be the most effective means of enabling people with severe and enduring mental health problems to access and maintain employment. The key principles of this mode are:</p> <ul style="list-style-type: none"> <li>Competitive employment is the primary goal</li> <li>Everyone who wants it is eligible for employment support</li> <li>Job search is consistent with individual preferences</li> <li>Job search is rapid and where assessed as appropriate this to happen within one month</li> <li>The development of opportunities to build confidence and support for people who may have been out of the job market for some time.</li> <li>Support is time-unlimited and individualised to both the employer and the employee</li> <li>Specialist advice on welfare benefits is available to the person through the transition from employment into paid work.</li> </ul>		
<p>The service is not the only service locally working with people with mental health needs. There are;</p> <ol style="list-style-type: none"> <li>1. The Work Programme providers (the national scheme) .This is run by Seetec and Inqueus UK Ltd (provided via Papworth Trust).</li> <li>2. Job centre Plus Disability employment advisors.</li> </ol> <p>The Work Programme is a national schemes catering for all categories of unemployed but it includes people with mental health needs.</p>		

The original reason for funding Richmond Fellowship was that people with mental health needs require a more specialist service. This CIA examines the links with these other services.

Information from the Parliamentary Review into the Work Programme 2013

1.32 % of claimants for the out of work disability benefit ESA have primarily for mental health problems.

2. People with mental health needs have one of the lowest employment rates among disabled people ( at 27% for depression and anxiety and 14% for more severe conditions ,compared to 46% for disabled people as a whole ) whilst they have the highest" want to work rate" amongst claimants.

### What is changing?

Current funding for the service for 2014-15 prior to any reduction was £354,600 with the County Council mental health Commissioning funding £300,000 and Public Health funding £55,000. The funding for the service from the County Council is being reduced by a total of £150,000. The start date is December 2014. This means a reduction of £50,000 in 2014-15 and £100,000 in 2015-16.

### Who is involved in this impact assessment?

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

Richmond Fellowship, Council Commissioning and Contract managers, CCG commissioners,

### 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

### Negative Impact

There is likely to be an overall negative impact on Disability and deprivation as fewer people will be supported into employment.

There are opportunities to mitigate this. Current service users will not be affected as they will finish their planned period of support, but there will be reduction in future service capacity. However Commissioners will seek to reduce the impact by working more closely with the Wellbeing contract and focusing the work of the employment

service on those people who need more support than the national Work Programme providers. The service will still have £202,000 funding per annum.

**In evaluating the potential negative impact several sources of information have been used.**

1. Parliamentary review into the work programme 3. "The Work Programme: experience of different work groups" 201. This gathered evidence from by the mental health organisations: the centre for mental health, MIND, rethink and the Scottish Association for Mental Health.

2. Review of the National Work Programme by The Work Foundation

3. A report from Richmond Fellowship into the local Cambridgeshire 'Access to Work Employment Support Service'. (The subject of this CIA). This covers outcomes of the service and compares this to the Work Programme.

**Information from the Parliamentary Review into the Work Programme 2013 and The Work Foundation Report 2012**

1. 32 % of claimants for the out of work disability benefit ESA are primarily for mental health problems.

2. People with mental health needs have one of the lowest employment rates among disabled people ( at 27% for depression and anxiety and 14% for more severe conditions ,compared to 46% for disabled people as a whole ) whilst they have the highest " want to work rate" amongst claimants.

3. A criticism of the programme is that the payment structure encourages work programme providers to concentrate on people with less complex needs. The system fails to recognise progress that people with mental health diagnosis can make but who may not yet have gained employment.

4. There is a lack of understanding of mental health amongst the more generic providers.

**The Richmond Fellowship report** states that employment outcomes for the year 2012 was 16% (77) of people worked with and those moving into voluntary work /education outcomes was 14% (66) of people worked with. The report attempts to compare this to outcomes for the Work programme. This is not straight forward as the disability categories for the Work programme are wide. In addition figures for the Work Programme are based on payment for people who have been in work for 26 weeks or more so will ignore people who work for fewer weeks. The report states that local providers achieve a rate of job outcome of 7.6% (for all client groups' not just mental health) (The parliamentary report gives a figure of 13% for all groups). The figures for Richmond Fellowship although higher does not mean all people have been in employment for 26 weeks or more.

**Conclusions for impact assessment**

The support for employment for people with mental health needs splits into 3 broad groups

**Group 1.** Some people with mental health needs will be able to use the new Work Programme unaided.

**Group 2.** Some people with a mental health need could benefit if the programme were better tailored to the needs of people with a mental health condition

**Group 3.** Some people will require additional more specialist support over and above that provided by the Work Programme to gain and sustain employment. This will be the role of the Richmond Fellowship contract.

**The overall conclusions** are that figures for employment rates are difficult to compare but given the overall evidence for a service based solely around the support of people with mental health needs a reduction in the local service will lower the number of people having employment opportunities.

However there are several mitigation factors which will affect the impact of the funding reduction as described below.

**Mitigating factors.**

1. The impact will partly depend on whether there can be more joint work/integration with the Mental Health Wellbeing (day services) contract. Richmond Fellowship also provides the Wellbeing Service under contract to the Council. Some of the activities of the employment service are the same as the Wellbeing services for example the emphasis on gaining confidence, assertiveness training, gaining basics skills such as IT and gaining opportunities for volunteering. There could be synergy between the services.

2. The service will still be funded at a level of £202,000 .This leaves resource to concentrate on those people who are in group 3 outlined above who need more specialist support than the work programme.

**Neutral Impact**

The other protected characteristics indicated above will not be affected by this .There is no change to the policies that the organisation follows. The service works with adults under the age of 65 so there will not be an impact on Age. (Note the service is predominantly supports people below the age of 65 but is expected to work with older people as required).

**Issues or Opportunities that may need to be addressed**

As listed above there is an opportunity for the access to work contract and Wellbeing contract to work more closely together.

**Community Cohesion**

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

Overall there should be limited impact on community cohesion. The service will continue and there will be links and signposting to the Wellbeing Service.

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Children Adults and Families Service		Name: David Frampton
Service / Document / Function being assessed		Job Title: Commissioning Manager Mental Health
Review of non statutory community based support services for adult mental health		Contact details: David Frampton@cambridgeshire.gov.uk
Richmond Fellowship Wellbeing and Recovery Service (mental health dayservices)		
Business Plan Proposal Number (if relevant)	A/R.6.216	
Aims and Objectives of Service / Document / Function		
<p><b>Purpose of Service</b></p> <p>The purpose of this Service is to provide support to adults with medium to severe mental health needs. in a range of community settings. The service is County wide. The service is supplied under a partnership arrangement by Richmond Fellowship and Mind in Cambridgeshire. The Wellbeing staff are based at 4 locations; Cambridge, St Neots, March &amp; Wisbech. Services are provided throughout Fenland, Huntingdonshire, in Cambridge, East Cambs and South Cambs.</p> <p><b>Aims and Objectives</b></p> <p>The overall objective of the Service is to provide structured and outcome focused goals agreed and set with the Service User to enhance coping skills and resilience, This will be based on evidence based, best practice time limited psycho-social interventions that enable people to develop the skills and resources needed to gain independence, build resilience and work towards self-help and autonomy.</p> <p>The service is expected to fulfil the following key objectives:</p> <ul style="list-style-type: none"> <li>a) To work with the Service User on their emotional needs and mental health issues so as to assist the service user to improve his/her coping strategies to enable them to be maintained or develop independence.</li> <li>b) Provide support to develop or to maintain skills that will enable the Service User to maintain independence.</li> <li>c) To give advice and support that will enable people to use mainstream resources/ agencies and where required give direct assistance.</li> <li>d) Provide opportunities for social contact and support.</li> <li>e) Support people to retain existing social roles, relationships and existing social/leisure activities that they value.</li> <li>f) Support people to access new roles, relationships and mainstream social/leisure opportunities of their choosing.</li> <li>g) To work with the service users to enable them to access resources that will assist with training/ employment and volunteering.</li> </ul> <p>Funding for the service from the County Council is currently at £492,000 for financial year 2014-15 (Includes£26,000 from the CCG )</p>		
What is changing?		
A reduction in funding of £48,500 from the 1 <sup>st</sup> April 2015		

**Who is involved in this impact assessment?**

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

Richmond Fellowship, Mind in Cambridgeshire Council Commissioning and Contract managers, The Sun network (independent service user network).

**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**

N/A

**Negative Impact**

There is not expected to be a negative impact on the service despite the reduction in funding as work has been undertaken by the service providers to use available resources to mitigate against potential impact. This is because the service is able to use a reduction in overheads and non frontline staff to avoid affecting front line service delivery, for example by not funding a partnership working post .A secondary factor is the service is delivered by a new partnership arrangement between the two mental health providers of Mind in Cambridgeshire covering the Huntingdon /South Cambridgeshire area and Richmond Fellowship covering Fenland. There is an opportunity to use resources across the County in a more flexible way.

There are however a large number of changes in the local mental health system as a whole which may result in an increased demand. This will mean this impact will be kept under review in contract meetings

On a positive note the performance management report of March 2014 (and for 12 months before that) reported that the service was not operating a waiting list i.e. all referrals could be assessed and allocated.

However the service reported in August 2014 an increase in the number of referrals .This has now reduced but this will have to be kept under review.

The service is also undergoing changes. The current change to working within a mental health recovery model has changed the operation of the service in that although, there are large numbers of referrals, people do not remain for a long period of time in the service. The service is reviewing how it supports people, for example using peer support workers and group support. This will continue to be monitored in contract meetings with the County Council.

**Neutral Impact**

N/A

Issues or Opportunities that may need to be addressed
This is an opportunity to work with the managers of the service to ensure the service works to a recovery model.

**Community Cohesion**

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

There should be no impact on community cohesion as the service will still be available.
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## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Children, Families and Adults Services		Name: David Frampton  Job Title: Commissioning Manager Mental Health  Contact details: david.frampton@cambridgeshire.gov.uk
Service / Document / Function being assessed		
Review of non-statutory community based support services for adult mental health  Winter comfort (centre supporting the homeless)		
Business Plan Proposal Number (if relevant)	A/R.6.216	
Aims and Objectives of Service / Document / Function		
<p>Winter comfort offers a range of social enterprise and support services for the homeless.</p> <p>Cambridgeshire County Council commission jointly what is termed a Learning and Development and Welfare Service. Funding from Cambridge City Council is £85,000 and from Cambridgeshire County Council it is £40,200. Other funding (not connected with funding from the two County Councils) for the organisation totals £320,000 as it operates a number of social enterprises.</p> <p>The purpose of the Learning and Development and Welfare Service of is to augment existing homelessness services by assisting service users to find a route out of homelessness through building self-esteem and confidence by offering a range of learning and personal development opportunities for homeless people. The service is provided for the adult single homeless or formerly homeless (i.e. street homeless or within the hostel system within the last 12 months) population in the City of Cambridge, with the focus upon people currently using hostels, day centers, street outreach services and those using tenancy sustainment services. This includes adults with mental health needs and substance/alcohol abuse</p> <p>The service offers a range of learning and welfare functions including Art, DIY, Drama, Formal education and training, Gardening, IT, Literacy, Numeracy, Volunteering opportunities, Welfare services including, washing/showering, laundry facilities, breakfast, Drop in, Signposting/advice re finding accommodation and foot care.</p>		
What is changing?		
Reduction in funding from Cambridgeshire County Council of £5000 in financial year 2015-16, start date 1 <sup>st</sup> April 2016.		
Who is involved in this impact assessment?		
E.g. Council officers, partners, service users and community representatives.		
The Council, (contract and commissioning managers). Cambridge City Managers and Winter Comfort managers.		

**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.

<b>Positive Impact</b>
<b>Negative Impact</b>
<p>A community impact assessment has been completed due to the sensitive nature of the service in that it supports the homeless. However the conclusion of the assessment is that there will not be a negative impact as a result of reducing the funding by £5,000. This is because:</p> <p>The reduction in funding can be offset as the organisation has sufficient staff spread over its various activities that can be used flexibly. Winter Comfort managers have been given a long period of notice regarding the reduction and feel that the impact can be absorbed without an impact on service users. Work has also been undertaken jointly with Cambridge City Council and Winter comfort in substantially revising the contract and being clearer on the focus of the work of the service.</p> <p>A general point to note from the managers is the beginning of an increase in demand for the service which is put down to the general economic situation. This will be kept under review.</p>
<b>Neutral Impact</b>
N/A
<b>Issues or Opportunities that may need to be addressed</b>
Keeping the impact of change under review and quantifying any increase in demand for the service

**Community Cohesion.**

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

The service does have a positive impact on community cohesion as it offers support to local people who are isolated because of mental health issues. There should not be an impact.

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
CFA, Strategy and Partnerships		Name: Geoff Hinkins  Job Title: Integration and Transformation Senior Manager  Contact details: 01223 699679
Service / Document / Function being assessed		
Better Care Fund (work in progress)		
Business Plan Proposal Number (if relevant)	A/R.6.219	
Aims and Objectives of Service / Document / Function		
<ul style="list-style-type: none"> <li>◆ To bring together all of the public agencies that provide health and social care support, especially for older people.</li> <li>◆ To co-ordinate services including health, social care and housing.</li> <li>◆ To maximise individuals' access to information, advice and support in their communities.</li> <li>◆ To help people live as independently as possible in the most appropriate setting.</li> </ul>		
What is changing?		
<p>A new pooled budget is to be created within Cambridgeshire County Council which will improve integration between health and social care, in order to:</p> <ul style="list-style-type: none"> <li>• Protect social care services from service reductions</li> <li>• Improve 7-day services in order to support timely discharge from hospital</li> <li>• Improve data sharing between organisations in the health and social care system</li> <li>• Introduce joint assessments of need and new ways of working with an accountable lead professional</li> </ul> <p>The detail of the schemes is still being developed at this stage of the process.</p>		
Who is involved in this impact assessment?		
<p>E.g. Council officers, partners, service users and community representatives.</p> <p>At this stage the CIA is being developed by council officers. As work on BCF continues further consultation will be done with partners and service users which will inform reviews of this assessment.</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**

A positive impact is expected on older people, particularly as services to support discharge are improved as this will support people to return to independence more quickly following a hospital episode

**Negative Impact**

No negative impacts are anticipated.

**Neutral Impact**

For most groups we are currently demonstrating a neutral impact. This is because the funding is being used to protect existing social care services; i.e. to ensure that the Council can maintain its current eligibility criteria for social care; and avoid a negative impact. It is likely that further positive impacts will be identified on specific groups as work continues on BCF proposals; however at this stage it is not possible to be specific.

**Issues or Opportunities that may need to be addressed**

This CIA will be reviewed as work continues.

**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
Children, Families and Adults Strategy and Commissioning		Name: Hazel Belchamber
Service / Document / Function being assessed		Job Title: Head of 0-19 Place Planning & Organisation  Contact details: 01223 699775
Dual -Use Funding		
Business Plan Proposal Number (if relevant)	A/R.6.401	
Aims and Objectives of Service / Document / Function		
<p>Prior to 1 April 2014, the County Council had a long-standing arrangement whereby it made funding available towards the cost of hire and use of leisure facilities maintained and run by Huntingdonshire District Council by the following five secondary schools in the Huntingdonshire area:</p> <p>St Peter's School, Huntingdon St Ivo Ernulf Academy (formerly St Neots Community College) Abbey College Sawtry College</p>		
What is changing?		
<p>As no other schools in Cambridgeshire receive financial support from the Council to enable them to hire sports and leisure facilities, it was agreed as part of the Business Plan process to bring the arrangements which operate in Huntingdonshire into line with the rest of the County.</p> <p>The majority of the funding, £373,000 was withdrawn at the end of March 2014, the residual £50,000 is supporting St Ivo School during 2014/15 with its transitional arrangements in recognition of the fact that the decision to cease provision of dual-use funding for the secondary schools in Huntingdonshire has had the biggest impact on this school due to the level of the funding it had been used to receiving.</p> <p>The Council will no longer be party to any joint use agreements; these will simply be between the schools and Huntingdonshire District Council.</p>		
Who is involved in this impact assessment?		
E.g. Council officers, partners, service users and community representatives.		
<p>Officers from Finance &amp; Performance Officers from CYPS The schools concerned Officers from Huntingdonshire District Council Service users</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.

<b>Positive Impact</b>
<b>Negative Impact</b>
<ul style="list-style-type: none"> <li>Potential negative impact on children &amp; young people aged 11-18</li> <li>Potential reduction in sports and leisure activities provided and funded by schools</li> </ul> <p><b>Groups which will be affected:</b> Young people on roll at St Ivo School.</p> <p>By phasing the implementation of the budget reduction, the Council has ensured that the school most affected has been given a longer lead-in time to prepare for the cessation of funding.</p>
<b>Neutral Impact</b>
The characteristics where the impact is deemed as neutral are those which are not relevant as no distinction is made when delivering the service.
<b>Issues or Opportunities that may need to be addressed</b>

**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
Strategy and Commissioning		Name: Helen Andrews  Job Title: VCS Market manager  Contact details: Helen.andrews@cambridgeshire.gov.uk
Service / Document / Function being assessed		
Contract Recommissioning		
Business Plan Proposal Number (if relevant)	A/R.6.404	
Aims and Objectives of Service / Document / Function		
<p>This Voluntary &amp; Community Sector (VCS) contract aims to support VCS organisations develop quality and safe services.</p> <p>This service is delivered in partnership with Children England who brings a national perspective and lead on the national 'Safe Network' project. It has engaged with Cambridgeshire's large and varied voluntary, building the skills and confidence of the sector to represent, influence and negotiate on behalf of themselves and others and contribute to policy and practices.</p> <p><i>Children's Links</i> has created:</p> <ul style="list-style-type: none"> <li>An independent VCS Network called 'VOYCES' that is enabling information to be communicated to, from and between VCS organisations and the council.</li> <li>A model of VCS representation at strategic and Area Boards that relies on communications to and from the VOYCES network in order to be truly representative of the sector.</li> </ul> <p>And worked with the sector on:</p> <ul style="list-style-type: none"> <li>Training: 'Outcomes and Impacts' and 'Future Forms of Finance'</li> <li>Providing market analysis of the sector's needs, trends of growth, delivery areas and issues</li> <li>Sharing of best practice, knowledge and skills between the VCS and the statutory sector</li> <li>Signposting VCS organisations to local, regional and national training opportunities to support capacity building and commission readiness.</li> </ul>		
What is changing?		
<p>The Voluntary and Community Sector Infrastructure support contract ends on 31<sup>st</sup> March 2015 and will not be re-let. The Annual allocation of £75,000 will therefore become savings for 15-16.</p>		
Who is involved in this impact assessment?		
<p>E.g. Council officers, partners, service users and community representatives.</p>		
<p>This impact assessment is a work in progress. A survey will be conducted and will help to inform the assessment of voluntary sector organisations who are the main users of this service as well as chairs of statutory boards where VCS are represented and CFA managers who have had direct activities with children Links</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**

Over the last 10 years, VCS infrastructure support contracts have created demand and dependency. Without infrastructure support, voluntary and community organisation will need to withstand difficult economic conditions. In doing so, they will need to work together and combine their skills and resources. The change may therefore encourage greater collaborations within the sector.

Relationships between commissioners and the VCS have strengthened and for many organisations an ongoing dialogue is well established. This direct communication enables swift decision making processes, stronger collaborations and opportunities for innovative service delivery options.

**Negative Impact**Quality and Safeguarding

This change could impact on the quality of voluntary sector services to children and communities.

Cambridgeshire's frontline voluntary and community groups/organisations often don't have the resources to get the support that they need. Most of Cambridgeshire's voluntary organisations are small or community groups. In some cases, they may not understand their own needs or be aware of the most effective ways of building their capabilities or of how different kinds of support could benefit them.

Many voluntary and community sector organisations have a sense of awareness about their duty to safeguard the children in their care but lack the capacity for fact finding to do more and rely on infrastructure networks to tap into information and support.

Representing the sector

Gathering the views of the sector and keeping the sector informed of policy changes will be difficult without a platform to coordinate communications.

Reaching the VCS

Without a single point of contact, CFA managers and commissioners wishing to contact the sector will need to find other means of contacting the sector re consultations/provider forums.

## Neutral Impact

The voluntary sector's infrastructure support market has grown over the last few years and there are a number of different models operating that are available for a membership fee. These can be broadly categorized into specialist and generalist provision and include:

- National infrastructure and umbrella bodies e.g. National Council for Voluntary Organisations (NCVO)
- Specialist support providers, including umbrella bodies for specific types of organisations e.g. Home Start UK, YMCA
- Online resources, NAVCA (the umbrella body for Councils for Voluntary Action throughout England)
- Peer-to-peer support from other voluntary organisations
- Council for Voluntary Services (CVS) e.g. Hunts Forum, Cambridge CVS.

## Issues or Opportunities that may need to be addressed

### Compact

Honouring the commitments set out in *Cambridgeshire's Compact* and the expectations on Councils to avoid passing on disproportionate reductions onto the voluntary and community sector (*Best Value Statutory Guidance, 2011*).

Any reduction in investment to voluntary sector organisations is likely to be sensitive and risks being challenged. In the past, we have experienced the lobbying of members by Trustees of voluntary organisations who have experienced funding cuts and argued at the lack of transparency and consultation on the issue. There is a VCS protocol in place to ensure the right steps are taken but this will not prevent lobbying of members.

### Impact on other CCC contracts

CVS who provide generalist infrastructure support may see an influx in demand.

### Partners in planning and delivery

Policy changes have shifted the role of the public sector and with budget cuts the VCS has had to rely less on statutory sector funding and seek other sources of support. With rising demand in services we have argued that community empowerment and self-help is a way of preventing need escalating. The VCS is best placed to develop forms of local solutions and their experience and expertise can offer innovative solutions to public sector in service planning and delivery

## Community Cohesion

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

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area	Officer undertaking the assessment
Children, Families and Adults Services	Name: Judith Davies
Service / Document / Function being assessed	Job Title: Head of Commissioning Enhanced Services
<p><b>Keeping Families Together: The Placements Strategy for Looked After Children (LAC)</b></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 and our efforts to keep families together and so reduce the number of children in care. 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>A/R/6.405</p>	Contact details: 01223 729150
Aims and Objectives of Service / Document / Function	
<p>The scope of the strategy covers the following objectives:</p> <ol style="list-style-type: none"> <li><b>1. Manage risk confidently and support families at the edge of care</b> to make sure the right children come into care at the right time.</li> <li><b>2. Provide a high quality placement and a good education for all Looked After Children</b> so that all children have positive experiences in care and education whatever their needs.</li> <li><b>3. Give children clearly planned journeys through care</b> which allow them to be reunited with family and friends where possible, have stable placements with alternative carers where not and exit the care system positively at whatever age this happens.</li> </ol>	
What is changing?	
<p>The key work streams and projects within the scope of the strategy, are summarised below:</p> <p><b>Manage risk confidently and support families at the edge of care</b></p> <ul style="list-style-type: none"> <li>Revised protocol for the assessment of homeless 16/17 year olds and care leavers. The protocol aims to ensure that by working together, agencies will prevent homelessness and/ or resolve the homelessness of young people and care leavers. The protocol has now been developed and will be monitored and reviewed for effectiveness as part of the LAC Commissioning Board portfolio of projects.</li> <li>Provide additional shared care for families.</li> <li>Develop new Alternative to Care Models for Section17 Provision (teenagers).</li> <li>Review, develop and implement Urgent Response models to help to resolve a situation before it becomes a crisis (at the very beginning of the referral).</li> <li>LAC Revolving Door: new work stream to explore working with parents/ families to prevent multiple children being taken in to care. This is an invest to save proposal which could involve significant initial investment to provide additional support to families when a first child is taken in to care. It is expected that this could reduce the number of children entering care.</li> </ul>	

**Provide a high quality placement for all Looked After Children**

- Change the mix of placements for children in care by recruiting significantly more in-house foster carers and significantly reducing the number of residential placements.
- Ensure continuity of education placements.
- Undertake analysis to investigate why adoption placements break down and explore what can be done to prevent this and support families involved.
- Develop a 16+ Supported Accommodation Strategy to deliver sufficient available accommodation for LAC who are 16+ and successfully support young people presenting as homeless. An increased portfolio of options for independent or semi-independent living will reduce placement costs as we will be less reliant on expensive out of county residential placements.

**Give children clearly planned journeys through care**

- Explore joint commissioning options with Health colleagues and look at how we can work together to meet funding gaps. We are expecting an increase in LAC based in county. If we don't invest in our own services, they may not be able to manage demand and provide looked after children with the quality of care they need.
- Use Going Home audits and a newly formed permanency panel to check that there is no drift in care planning and that children and young people are being supported to go home where this is in their best interests.
- Introduce concurrent planning in fostering and adoption, to reduce placement moves for children under the age of one where rehabilitation to birth families is not viable. This work will also be carried forward by the newly formed Coram Cambridgeshire Adoption, CCC's partnership with Coram to form a VAA, whereby a significant increase in the number of children adopted in Cambridgeshire is expected.
- Tracking of cases where the plan is adoption and the courts disagree.

**Supporting Processes:**

- We have now developed a Sufficiency Strategy which sets out how the Council will meet the placement needs of current and future children in care and care leavers, in light of our understanding of their needs and current provision. The development of this strategy will form part of the LAC Placements Strategy's future work plan.

The 2015/16 LAC savings target of £2m will be delivered through the Placements Strategy.

**Who is involved in this impact assessment?**

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

The following groups have been involved in analysing the impact on the community:

**Council Officers:**

- Placements Strategy Task Group – Workstream leads for each element of the project
- 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

**Other Stakeholders:**

- Members
- Children's Trust Partners

## 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

Age: The strategy's purpose is to improve the lives of children aged 0-19, 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.

### Negative Impact

N/A

### Issues or Opportunities that may need to be addressed

#### Groups affected:

- 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
- Parents and Families in need
- 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

#### Impact

- There will be fewer children in care (to be achieved through successful early intervention with no change of threshold).
- More children in care will be placed in Cambridgeshire rather than out of county or at a distance from their community.
- A greater proportion of children in care will have placements with in-house services rather than with private

providers.

- LAC will be given clearly planned journeys through care with no drift in care planning and fewer changes of placement.
- Children coming to the end of their time in care will be supported to live more independently and will be given skills to allow them to cope when they reach adulthood.
- There will be fewer requests for children to come into care made in an emergency or at very short notice.
- Fewer vulnerable children will be excluded from school.
- Greater support will be available for children and families identified as at risk of coming into care as they become more specifically the focus of preventative efforts.
- Disengagement and disaffection amongst vulnerable children and young people will be tackled through excellent teaching and learning and an engaging curriculum.

Key impacts on Parents and Families are:

- There will be a more coherent range of support for parents including a clearly defined mix of generic support and more specialist programmes.
- Our approach to supporting parents will have a greater emphasis on building capacity and 'upskilling' parents so they can help themselves rather than relying on professionals to provide direct support.
- Work with the extended family will be expanded to see if capacity can be identified as a preferable solution to dependence on services or children coming into care.

Key impacts on Council Officers are:

- Children and Young People's Services residential home workers will support children and young people with greater levels of need (e.g. challenging or sexualised behaviour) in future.
- Social Workers will manage greater levels of assessed risk.
- The work of preventative services will be more targeted and may involve meeting higher levels of need and more complex and difficult situations than previously.
- The use of volunteers to work alongside and complement the work of professionals is being undertaken through the Volunteers in Child Protection (ViCP) project.

### **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, CAM panel.
- Internal consultation with Extended Children's Leadership Group using case studies to inform consideration of the future shape of preventative services.
- Input from Members.
- Development of funding and savings model based on analysis of current areas of spend.
- Research into national best practice using consultancy resource.

### **Plans to mitigate impact**

- The transformation and re-structure of Social Care to a unit model has been a key component of the strategy to both deliver and manage a smaller looked after population and therefore a larger number of families being supported to stay together at the edge of care. The unit model has a strong emphasis on professional development and putting practice first and is specifically designed to help social workers manage risk confidently and support families to stay together.
- We re-invested savings delivered by the strategy in year one (2011-12) into preventative services in year two. This is part of the commitment to early intervention which will mitigate the risk of those with emerging needs being missed by the more targeted services which are being redesigned.
- The impact of the strategy on the numbers in care and the outcomes for these children and young people will be continuously monitored through the delivery – both at Regular Social Care Performance Boards and by the Placements Strategy's own governance and reporting arrangements.

### **Review**

Service Director: Strategy and Commissioning, Children, Families and Adults  
Head of Commissioning Enhanced Services, Children, Families and Adults  
Annually at beginning of each Financial Year for period 2011-14

**Community Cohesion**

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

This strategy will help community groups to develop a vision of a shared future by the development of a community model which will establish a role for volunteers and community figures in supporting families in crisis as part of our system of services to keep families together.

The last round of consultation with children and young people regarding the content of the strategy took place in February 2011 – through the 'Just Us' groups which bring together LAC to discuss issues in how we work for them.

Individual workstreams within the project have also sought young people's involvement, particularly in service design and awarding contracts. For example, the 16+ Supported Accommodation strategy involved young people in producing the service specification and awarding the tender in May 2013.

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Strategy and Commissioning		Name: Judith Davies  Job Title: Head of Service Commissioning Enhanced Service  Contact details: 01223 729150
Service / Document / Function being assessed		
Home to School Transport (Special)		
Business Plan Proposal Number (if relevant)	A/R.6.407	
Aims and Objectives of Service / Document / Function		
To set out criteria for the Council providing home to school/college transport for children and young people with SEND in a policy and to: <ul style="list-style-type: none"> <li>• Ensure that children and young people get to school on time and safely</li> <li>• To ensure that the County Council meets its statutory duty to provide transport for children and young people with SEND who meet criteria</li> <li>• Support access to further education and learning for students with SEND who meet criteria aged 16-25</li> <li>• 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</li> </ul>		
What is changing?		
The SEN Home to School Transport Policy will set out in more clarity the criteria for post 16 transport so that it is clear that the criteria relates to: <ul style="list-style-type: none"> <li>• Only to the nearest appropriate post 16 College (NAC)</li> <li>• The Council will specify the miles it will fund when parents transport</li> <li>• To cease to provide free home to school transport for post-16 students. All young people meeting the criteria for SEND post 16 transport will be required to pay an annual fee .The fee will be equivalent to that paid for post 16 bus passes by young people without SEND. Students meeting low income criteria would be eligible for a greater level of subsidy</li> </ul>		
Who is involved in this impact assessment?		
E.g. Council officers, partners, service users and community representatives.  Council Officers Parents and Carers Young People Partners FE (Further Education)/Post 16 Providers)		

**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.

<b>Positive Impact</b>
<b>Negative Impact</b>
<b>Neutral Impact</b>
The age range will not change and will still be available if meeting the criteria, for age 16-25. Disabled students will be treated in the same way as non-disabled students. Where a young person is in a rurally isolated situation they will still be able to access SEND transport if they meet the criteria, to attend post 16 education or training. For those on low income the post 16 policy for all students will apply.
<b>Issues or Opportunities that may need to be addressed</b>
Ensuring young people and families understand this expectation and it is not discriminatory. All post 16 students attending education or training will need to pay a fee towards the cost.

**Community Cohesion**

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

The changes will enable the Council to continue to provide home to school/college SEND transport and so support employment in the community.
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**COMMUNITY IMPACT ASSESSMENT**

Directorate / Service Area		Officer undertaking the assessment
Strategy and Commissioning		Name: Meredith Teasdale  Job Title: Director of Strategy and Commissioning  Contact details: 01223 728404
Service / Document / Function being assessed		
Rationalisation of Strategy and Commissioning support services		
<b>Business Plan Proposal Number (if relevant)</b> A/R.6.409		
Aims and Objectives of Service / Document / Function		
<p>Strategy and Commissioning Service leads on planning, performance, commissioning and partnership for the Children, Family and Adults Directorate. Services included in the Directorate are:</p> <p>Commissioning Enhanced Services          Performance Management and Quality Assurance          Strategy and Partnership          Strategic Commissioning for SEND          Strategic Commissioning for children's health services          Information Management and IT systems          Business Improvement and Development          Building Schools for the Future</p> <p>The role of the service is to set the direction of travel for the Children's, Families and Adult's service and be a key player in developing the corporate vision and direction of travel.</p> <p>The role of the service is to ensure that we deliver changes and develop improved outcomes for Cambridgeshire residents in a co-ordinated and cost effective way through collaboration and partnership working.</p>		
What is changing?		
<p>The current structure of the Strategy and Commissioning Service has been in place for a year and it is clear that greater synergies can be found by amalgamating teams to provide a more cohesive provision. This is likely to equate to a £500k saving in 2015 – 16.</p>		

Who is involved in this impact assessment?
E.g. Council officers, partners, service users and community representatives.
Meredith Teasdale Service Director Strategy and Commissioning  In producing this assessment, the following has been taken into account: <ul style="list-style-type: none"> <li>• Members seminar</li> <li>• Discussions with services</li> </ul>

**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****Negative Impact****Neutral Impact**

All changes will follow clear Human Resources processes and will not impact negatively on one grouping more than another

**Issues or Opportunities that may need to be addressed****Issues**

The changes are likely to mean new teams are created and that some management of teams will change and that there will be some redundancies

**Opportunities**

- The new model will allow greater cohesion and co-ordination around the commissioning model which will further support services to deliver change.

**Community Cohesion**

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

The teams in Strategy and Commissioning will continue to work to promote and support Community Cohesion.

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Children, Families & Adults Service		Name: Tom Jefford
Service / Document / Function being assessed		Job Title: Head of Service  Contact details: <a href="mailto:Tom.jefford@cambridgeshire.gov.uk">Tom.jefford@cambridgeshire.gov.uk</a>  01223729152
Commissioning Safer Communities Partnership Team		
Business Plan Proposal Number (if relevant)	A/R.6.507	
Aims and Objectives of Service / Document / Function		
Community Safety and substance misuse		
What is changing?		
<p>The CSCPT have identified budget savings in line with other service areas. Some of the following proposals are linked to the reduction or removal of external funding streams.</p> <p>Proposals include: the removal of a criminal justice lead post as the commissioning of prison based services moves back to the NHS from 2015. (£42k), the removal of an in house training post related to domestic violence (£35k) and the removal of one drug intervention officer from the adult substance misuse contract working with the criminal justice team (£35k). Several projects which are coming to an end will not be renewed. These include campaign work (£2k) and project based work for young people (£13k), recovery work (£12.5k), Non-hospital detoxification work (£5k), the ending of the Naloxone pilot (£2k) and service user work (£1.5k).</p> <p>Other budget lines are taking savings; legal (£3k) and a saving has been achieved against the contract value of the recently renewed alcohol contract (£30k) A saving has been made against the GP contract (£5k).</p> <p>Further reductions are being considered from the Supporting People grants.</p>		
Who is involved in this impact assessment?		
E.g. Council officers, partners, service users and community representatives.		
<p>The budget proposals will be reviewed by the Joint Drug and Alcohol Commissioning Group. Service users have not been consulted on these proposals. Council Officers and partners have been made aware of the proposals.</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.

<b>Positive Impact</b>
<b>Negative Impact</b>
<p>The reduction in young people project work will reduce the capacity of the system to contribute to county wide initiatives which are broadly preventative in nature or which give added support to the contracted services to offer additional services when requested to do so.</p> <p>The reduction in a drugs intervention post makes the services less able to work in the community and therefore may make hard to reach clients less engaged in services. Reductions across the budgets described may make the responsiveness of the service less able to flex resources to meet need due to a general reduction in capacity. However the key performance indicators for the service will remain the same and will continue to be monitored as part of contract compliance and review structures already in place.</p>
<b>Neutral Impact</b>
<p>The withdrawal of the criminal justice post is in response to the commissioning changing back to the NHS so the clients and services are unaffected by this change.</p>
<b>Issues or Opportunities that may need to be addressed</b>

**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
Children Families and Adults		Name: Rebecca Wilshire
Service / Document / Function being assessed		Job Title: Head of Service – Access and SFSS
Family Group Conferencing Service and Supervised Contact		Contact details: 01480 379794
Business Plan Proposal Number	A/R.6.301 A/R.6.302	
Aims and Objectives of Service / Document / Function		
<ul style="list-style-type: none"> <li>- To bring together Family Group Conferences (FGC), Supervised Contact (SC) and Specialist Family Support Services (SFSS)</li> <li>- To make the necessary savings within FGC and SC service</li> <li>- To strengthen the services following budget cuts</li> <li>- To ensure delivery of these services remain at the forefront for children services.</li> </ul>		
What is changing?		
<p>Currently within Children's Social Care (CSC) we have three separate family services:</p> <ul style="list-style-type: none"> <li>- SFSS – which provides outreach, parenting support, crisis support and edge of care services to enable children to remain at home with their families when intensive support is needed</li> <li>- FGC – who support and facilitate family group meetings with extended family members to consider who in the wider family could and would care for a child should parents not be able to. By locating wider family we look to prevent children from coming in the care system</li> <li>- SC – who provides a structured and safe contact for children to have with their families when they are no longer able to live with them.</li> </ul> <p>All three services work across all CSC functions; each service has a separate manager and each is currently overseen by a separate Head of Service (HoS). The change being proposed is to achieve efficiencies by bringing together the individual SFSS, FGC and SC services to form one new service, with one manager and one Head of Service managing and overseeing the service. Aligning the services in this way will enable workers with the opportunity to work across the three functions and in doing so, will allow them to develop their skills further. For example, each service has a bank of relief workers, by combining the service we strengthen our relief pool further and allow them the opportunity to strengthen and widen their skills also.</p> <p>This will require changing the current management structure and roles. SFSS currently have Lead Co-ordinators who manage workers in each area and are fully qualified Social Workers. SC and FGC Managers are not qualified Social Workers. In the newly formed service, we would seek to change the current status and in doing so, strengthen each function further by ensuring that in the future, all Co-ordinators and Managers are qualified Social Worker.</p> <p>The SFSS service will retain the same level of functionality and will support children and their families as they do now. This service is the only service in Cambridgeshire that works 8-10pm, weekends and will support families in an emergency/crisis. Therefore we have to retain this service in its entirety to ensure children are safeguarded. Without this support, the number of looked after children would increase and children would be more at risk.</p> <p>The savings being proposed will have an impact on the level of service delivery that SC and FGC currently provide. It is anticipated therefore that the two services will not be able to offer support to the same number of young people as they do now. The savings will require a change in criteria to ensure that we work with those families who are most in need and those children most at risk. However, the services will remain of a high quality and will be expected to continue to meet the needs of Children, Families and Adults and deliver a good service to families in Cambridgeshire.</p>		
Who is involved in this impact assessment?		
e.g. Council officers, partners, service users and community representatives.		

FGC Manager, SC Manager and SFSS Manager – involved around Budgetary targets  
 SFSS Manager  
 Head of Service in Children Social Care  
 Family Review Group involved regarding SFSS  
 York Consultancy completed a Budget Analysis Evaluation on SFSS

### 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 proposed change will make the transition of children, adults and families more seamless and work more effectively.

Bringing together services under 'one umbrella' will mean there will be one referral point and all referrals will be managed within the SFSS existing allocation. This means that they can ensure all areas are considered and strengthen when allocating a case to a service.

These services working closer together will develop better understanding and communication and both the service, children's and families' needs will be better assessed and met.

Working more closely, the families which can often cross over all three services will have a more consistent approach and potential for the same worker to provide continuity. Again this will ensure all the above positives are present and strengthen further.

Information on the above areas would only need to be shared once, and a more consistent approach can be developed creating further positives.

#### Negative Impact

It is anticipated that in response to the savings, there would need to be a change in criteria to ensure that the FC and FGC services work with those families who are most in need and those children most at risk there. This is expected to have an impact on the number of children, young people and families that the FC and FGC service will be able to work with as support would become more targeted.

Many of the families the service works with are low income families who may be adversely affected by the reduction in resources to support them in a crisis.

#### Neutral Impact

Access to services on the basis of age, disability, gender reassignment, marriage, civil partnerships, pregnancy, maternity, race, sex, sexual orientation, rural isolation and religion or belief would not change as a result of the proposals.

**Issues or Opportunities that may need to be addressed**

There is an opportunity for the workforce within these three services to strengthen; the skills and experience of the workforce would be enhanced as they would be working potentially across services when this is required. There may be a need for training (in house) to ensure development of workforce.

There would need to be a reduction in the number of management posts. However, the proposal provides CSC with the opportunity to ensure that three very valuable services remain able to deliver a quality service within a reduced budget.

**Community Cohesion**

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

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Children families and Adults		Name: Niki Clemo  Job Title: Services Director, Children's Social Care  Contact details: 01223 727989
Service / Document / Function being assessed		
Unit Expenditure: Childrens Social Care – Social Work Units reduction in Section 17 budget  Review of Children's Social Care Management Team Arrangements		
<b>Business Plan Proposal Number (if relevant)</b>	AR 6.303 AR 6.305	
Aims and Objectives of Service / Document / Function		
<p>Social work units deliver the main function of Childrens Social Care in safeguarding children and children looked after. The social work units are currently working with just under 2,900 families.</p> <p>The Head of Social Work has responsibility for the standards of social work practice. This post has the lead role in the recruitment and retention strategy for children's social care. It also has line management responsibility for the clinical leads in the social work units.</p>		
What is changing?		
<p>The Head of social work post is to be deleted and to be replaced by a part time Principal Social Worker post who will undertake the key responsibilities for ensuring high quality social work practice.</p> <p>The social work units will see a reduction in their budget which is used to support children and families in crisis.</p>		
Who is involved in this impact assessment? e.g. Council officers, partners, service users and community representatives.		
Children Social Care Management Team		

### 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.

<b>Positive Impact</b>
<b>Negative Impact</b>
Many of the families we work with are low income families and may be adversely affected by the reduction in resources to support them in a crisis.
<b>Neutral Impact</b>
Access to services on the basis of age, disability, gender reassignment, marriage, civil partnerships, pregnancy, maternity, race, sex, rural isolation, sexual orientation and religion or belief would not change as a result of the proposals.
<b>Issues or Opportunities that may need to be addressed</b>

### 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
Children, Families & Adults		Name: Richard Holland
Service / Document / Function being assessed		Job Title: Head of Service (Disabled children)
Disabled Children's Service , Children's Social Care		
Business Plan Proposal Number (if relevant)	A/R.6.304	
Contact details: 01223 706344		
Aims and Objectives of Service / Document / Function		
To provide statutory Social Care and Short Break Services for Disabled Children and Young People.		
What is changing?		
<p>For 2014/15 the overall budget for the Children's Disability Social Care Service is £5,617,275. As part of a planned reduction in budgets there is a saving of £102,000 to be achieved in 2015/16 for the Disabled Children's Social care Service. This follows on from a reduction of £250,000 in 2013/14 and £270,000 in 2014/15.</p> <p>Reductions in budget to date have been achieved alongside the implementation of Personal Budgets within a Self-Directed Support Framework. There has been a move away from a reliance on expensive specialist services to an imaginative use of Direct Payments and activities. Flexibility of budget use has also been facilitated wherever possible by a move away from block contracts to spot purchase frameworks. Overall a continued increase in the demand for services has been achieved with reducing budgets by reducing the average cost of supporting individual disabled children in the community. The budget reduction for 2015/15 will be achieved through a continuation of this process.</p>		
Who is involved in this impact assessment?		
e.g. Council officers, partners, service users and community representatives.		
<p>This impact assessment has been led by officers. Pinpoint, the parents' forum for disabled children and young people are aware of the reductions. They have voiced concerns about the continued process of reducing budgets year on year for this service.</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**

Budget reductions in 2013/14 and 2014/15 have been successfully achieved through the flexible support arrangements that have been developed and implemented for disabled children and young people in Cambridgeshire.

The funding reduction for 2015/16 will build upon this work.

**Negative Impact**

There is a continued increase in demand for the number of families of disabled children seeking support from the service. A point will be reached where it is not possible to continue reducing the unit cost of support to counterbalance the increased numbers of children and reducing budget.

**Neutral Impact**

As outlined above.

**Issues or Opportunities that may need to be addressed**

The service provides statutory social care and short break services and has published access and eligibility criteria. With the implementation of the Children and Families Act 2014 and the greater requirement to facilitate access to support for children and young people with SEND, the demand for support is likely to increase.

**Community Cohesion**

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

The Children's Disability Service supports almost 1,000 disabled children and young people in Cambridgeshire. The emphasis of support in recent years has enhanced the level of community presence and community engagement for disabled children and young people. Many of these disabled children and young people would not share the community experience of their disabled peers without the support that is provided by the Children's Disability Social Care Service.

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Children Social Care/Business Support		Name: Emma Nederpel
Service / Document / Function being assessed		Job Title: Principal Business Support Manager
Business Support within Childrens Social Care supporting all functions within this service		Contact details: 01354 750109 (Emma.Nederpel@cambridgeshire.gov.uk)
Business Plan Proposal Number (if relevant)	A/R.6.306	
Aims and Objectives of Service / Document / Function		
<p>The Business Support Service has been tasked with making £205k savings within 2015/16; therefore we have to review our delivery of service in terms of efficiency savings through business processes and identifying essential tasks within the Business Support Roles.</p> <p>Business Support within Children Social Care, support the following service areas:</p> <ul style="list-style-type: none"> <li>• Integrated Access Team</li> <li>• Emergency Duty Team</li> <li>• Specialist Family Support</li> <li>• Safeguarding and Standards</li> <li>• Complaints</li> <li>• LADO</li> <li>• 18-25 Service</li> <li>• Participation</li> <li>• Residential</li> <li>• Fostering</li> <li>• CCC Camplay</li> <li>• SDS Direct Payments</li> <li>• Unit Model</li> <li>• Group Manager Support</li> <li>• Head of Service Support</li> <li>• Business Support Management Team</li> </ul> <p>The potential savings identified are reliant on changes being made in the teams listed above and also changing the way we deliver services, all service changes would be implemented alongside the lead Heads of Service for each area.</p>		
What is changing?		
<p>Business Support predominately provide a back office function to the service which doesn't directly impact on children and families. However indirectly, the Business Support changes will impact on the workforce who deliver these services.</p> <p>All changes within the Business Support service will need to be implemented in line with individual service changes within Children Social Care.</p> <p><u>Unit Model</u></p> <p>The way in which we deliver our services through the Unit Model is reliant on the support and work of the Unit Co-ordinators. This workforce will be unaffected by any reduction in staffing numbers. However Unit Co-ordinators are currently line managed by Business Support Managers who have direct line management for a large number of staff, which can no longer be sustained longer term. Unit Co-ordinators work is directed by the work of the unit and</p>		

therefore would benefit by the Consultant Social Worker line managing this workforce. Business Support Management time would be required to provide an advisory, recruitment and audit role to support this workforce.  
Integrated Access Team/Emergency Duty Team

The Business Support for IAT/EDT is provided by two teams. In future, they would benefit from one Business Support team providing cover and support to each of the service areas. Although staffing numbers are expected to be unaffected, the Business Support levels will need to be revaluated.

#### Fostering

The Fostering Service is about to undertake a review of their services. There are currently no identified changes at this stage, however the Business Support team will be structured around the reformation of this team and changes will be made in line with the Fostering review.

#### Safeguarding and Standards

A review of business processes and reconfiguration of how we deliver our Business Support service is currently underway. The outcome of this review will identify if any changes will be made to the current staffing levels within this service.

#### Supporting Services

Childrens Management Team is reviewing our provider services, to identify efficiency savings. These changes will directly impact on Business Support service.

#### Unaffected Teams

The following teams will be unaffected by any changes.

- Family Group
- Complaints
- LADO
- 18-25 service
- Residential
- CCS Camplay
- SDS Direct Payments

#### **Who is involved in this impact assessment?**

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

Business Support provide a back office facility so therefore all relevant service leads will be involved in the changes to service delivery for each of these areas. Leads include:

- Heads of Service
- Business Support Managers
- Group Managers
- Team/Service Managers

#### **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		✓	
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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.

<b>Positive Impact</b>
<p>This is an opportunity to review the business support service and align it with planned changes across the wider Children's Social Care Service. In doing so, it will be possible to build on the existing skills and knowledge of the workforce to ensure that in future, staff will be able to work across wider service areas.</p> <p>Changes to the supervision arrangements of Unit Co-ordinators in the unit model will mean that Consultant Social Workers have more oversight of the business support tasks within their unit and give Unit Co-ordinators greater autonomy.</p>
<b>Negative Impact</b>
<p>The Business Support changes will impact on the workforce delivering services in the areas outlined above. There is expected to be a reduction in business support staffing levels.</p>
<b>Neutral Impact</b>
<p>The impact will need to be assessed in line with service reviews and so it is not possible to comment on specific implications at this stage. The assessment of risk will remain neutral whilst work to develop plans progresses.</p>
<b>Issues or Opportunities that may need to be addressed</b>
<p>See positive impact.</p>

### 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
Children, Families and Adult (CFA)		Name: Elaine Petch  Job Title: Head of Social Work  Contact details: 01223 729149
Children's Social Care		
Service / Document / Function being assessed		
Recommission Clinical Offer		
<b>Business Plan Proposal Number (if relevant)</b>	A/R.6.307	
Aims and Objectives of Service / Document / Function		
<p>During 2012/13 Social Work Units were established across Cambridgeshire. Since then families in Cambridgeshire have been supported by staff in a Social Work Unit which is made up of a small group of professionals including a consultant social worker, social workers, a specialist clinician and a unit co-ordinator. All members of the unit share responsibility for the support that is provided to families.</p> <p>The Specialist Clinician works with families to explore the different relationships which exist, their impact and ways to support positive change. The overall aim of the clinical offer is:</p> <ul style="list-style-type: none"> <li>• To support statutory social work to develop systemic social work interventions – help units think about the family in a systemic way and therapeutically to facilitate change.</li> <li>• To facilitate 'working with' families rather than to families – help families reflect on their own circumstances/strengths/difficulties.</li> <li>• To safeguard children by delivering a clear, focused, family intervention to assess risk and to reduce the risk of significant harm and to enhance family functioning.</li> <li>• To enhance the social work role of the unit by offering a range of appropriate therapeutic intervention to families.</li> </ul>		
What is changing?		
A review of the current clinical offer within social work units by reallocating clinical posts according to need and function to achieve 15% reduction in provision of this service.		
Who is involved in this impact assessment?		
e.g. Council officers, partners, service users and community representatives.		
Head of Social Work and Clinical Professional Leads.		

## 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.

<b>Positive Impact</b>
<b>Negative Impact</b>
<p>Clinicians will continue to work as part of the Social Work Units and promote a systemic approach to social work practice. Whilst our aim will be to continue to offer accessible and responsive clinical input, a 15% budget reduction is expected to lead to a reduction in the number of staff working across the units as a result of which, capacity will be reduced and clinical interventions will need to become more targeted at those in highest need. The reductions will be managed equitably across all units and functions.</p> <p>Many of the families the service works with are low income families who may be adversely affected by the reduction in resources to support them in a crisis.</p>
<b>Neutral Impact</b>
<p>Access to services on the basis of age, disability, gender reassignment, marriage, civil partnerships, pregnancy, maternity, race, sex, sexual orientation, rural isolation and religion or belief would not change as a result of the proposals.</p>
<b>Issues or Opportunities that may need to be addressed</b>

## 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
Children, Families and Adults Strategy and Commissioning		Name: Hazel Belchamber  Job Title: Head of 0-19 Place Planning & Organisation  Contact details: 01223 699775
Service / Document / Function being assessed		
Dual -Use Funding		
<b>Business Plan Proposal Number (if relevant)</b>	A/R.6.401	
Aims and Objectives of Service / Document / Function		
<p>Prior to 1 April 2014, the County Council had a long-standing arrangement whereby it made funding available towards the cost of hire and use of leisure facilities maintained and run by Huntingdonshire District Council by the following five secondary schools in the Huntingdonshire area:</p> <p>St Peter's School, Huntingdon          St Ivo          Ernulf Academy (formerly St Neots Community College)          Abbey College          Sawtry College</p>		
What is changing?		
<p>As no other schools in Cambridgeshire receive financial support from the Council to enable them to hire sports and leisure facilities, it was agreed as part of the Business Plan process to bring the arrangements which operate in Huntingdonshire into line with the rest of the County.</p> <p>The majority of the funding, £373,000 was withdrawn at the end of March 2014, the residual £50,000 is supporting St Ivo School during 2014/15 with its transitional arrangements in recognition of the fact that the decision to cease provision of dual-use funding for the secondary schools in Huntingdonshire has had the biggest impact on this school due to the level of the funding it had been used to receiving.</p> <p>The Council will no longer be party to any joint use agreements; these will simply be between the schools and Huntingdonshire District Council.</p>		
Who is involved in this impact assessment?		
e.g. Council officers, partners, service users and community representatives.		
Officers from Finance & Performance Officers from CYPS The schools concerned Officers from Huntingdonshire District Council Service users		

**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.

<b>Positive Impact</b>
<b>Negative Impact</b>
<ul style="list-style-type: none"> <li>Potential negative impact on children &amp; young people aged 11-18</li> <li>Potential reduction in sports and leisure activities provided and funded by schools</li> </ul> <p><b>Groups which will be affected:</b> Young people on roll at St Ivo School.</p> <p>By phasing the implementation of the budget reduction, the Council has ensured that the school most affected has been given a longer lead-in time to prepare for the cessation of funding.</p>
<b>Neutral Impact</b>
The characteristics where the impact is deemed as neutral are those which are not relevant as no distinction is made when delivering the service.
<b>Issues or Opportunities that may need to be addressed</b>

**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
Strategy and Commissioning		Name: Helen Andrews  Job Title: VCS Market manager  Contact details: Helen.andrews@cambridgeshire.gov.uk
Service / Document / Function being assessed		
Voluntary and community Sector Infrastructure support contract		
Business Plan Proposal Number (if relevant)	A/R.6.404	
Aims and Objectives of Service / Document / Function		
<p>This Voluntary &amp; Community Sector (VCS) contract aims to support VCS organisations develop quality and safe services.</p> <p>This service is delivered in partnership with Children England who brings a national perspective and lead on the national 'Safe Network' project. It has engaged with Cambridgeshire's large and varied voluntary, building the skills and confidence of the sector to represent, influence and negotiate on behalf of themselves and others and contribute to policy and practices.</p> <p><i>Children's Links</i> has created:</p> <ul style="list-style-type: none"> <li>An independent VCS Network called 'VOYCES' that is enabling information to be communicated to, from and between VCS organisations and the council.</li> <li>A model of VCS representation at strategic and Area Boards that relies on communications to and from the VOYCES network in order to be truly representative of the sector.</li> </ul> <p>And worked with the sector on:</p> <ul style="list-style-type: none"> <li>Training: 'Outcomes and Impacts' and 'Future Forms of Finance'</li> <li>Providing market analysis of the sector's needs, trends of growth, delivery areas and issues</li> <li>Sharing of best practice, knowledge and skills between the VCS and the statutory sector</li> <li>Signposting VCS organisations to local, regional and national training opportunities to support capacity building and commission readiness.</li> </ul>		
What is changing?		
<p>The Voluntary and Community Sector Infrastructure support contract ends on 31<sup>st</sup> March 2015 and will not be re-let. The Annual allocation of £75,000 will therefore become savings for 15-16.</p>		
Who is involved in this impact assessment?		
e.g. Council officers, partners, service users and community representatives.		
<p>This impact assessment is a work in progress. A survey will be conducted and will help to inform the assessment of voluntary sector organisations who are the main users of this service as well as chairs of statutory boards where VCS are represented and CFA managers who have had direct activities with children Links</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

Over the last 10 years, VCS infrastructure support contracts have created demand and dependency. Without infrastructure support, voluntary and community organisation will need to withstand difficult economic conditions. In doing so, they will need to work together and combine their skills and resources. The change may therefore encourage greater collaborations within the sector.

Relationships between commissioners and the VCS have strengthened and for many organisations an ongoing dialogue is well established. This direct communication enables swift decision making processes, stronger collaborations and opportunities for innovative service delivery options.

### Negative Impact

#### Quality and Safeguarding

This change could impact on the quality of voluntary sector services to children and communities.

Cambridgeshire's frontline voluntary and community groups/organisations often don't have the resources to get the support that they need. Most of Cambridgeshire's voluntary organisations are small or community groups. In some cases, they may not understand their own needs or be aware of the most effective ways of building their capabilities or of how different kinds of support could benefit them.

Many voluntary and community sector organisations have a sense of awareness about their duty to safeguard the children in their care but lack the capacity for fact finding to do more and rely on infrastructure networks to tap into information and support.

#### Representing the sector

Gathering the views of the sector and keeping the sector informed of policy changes will be difficult without a platform to coordinate communications.

#### Reaching the VCS

Without a single point of contact, CFA managers and commissioners wishing to contact the sector will need to find other means of contacting the sector re consultations/provider forums.

### Neutral Impact

The voluntary sector's infrastructure support market has grown over the last few years and there are a number of different models operating that are available for a membership fee. These can be broadly categorized into specialist and generalist provision and include:

- National infrastructure and umbrella bodies e.g. National Council for Voluntary Organisations (NCVO)
- Specialist support providers, including umbrella bodies for specific types of organisations e.g. Home Start UK, YMCA
- Online resources, NAVCA (the umbrella body for Councils for Voluntary Action throughout England)
- Peer-to-peer support from other voluntary organisations
- Council for Voluntary Services (CVS) e.g. Hunts Forum, Cambridge CVS.

### Issues or Opportunities that may need to be addressed

#### Compact

Honoring the commitments set out in *Cambridgeshire's Compact* and the expectations on Councils to avoid passing on disproportionate reductions onto the voluntary and community sector (*Best Value Statutory Guidance, 2011*).

Any reduction in investment to voluntary sector organisations is likely to be sensitive and risks being challenged. In the past, we have experienced the lobbying of members by Trustees of voluntary organisations who have experienced funding cuts and argued at the lack of transparency and consultation on the issue. There is a VCS protocol in place to ensure the right steps are taken but this will not prevent lobbying of members.

#### Impact on other CCC contracts

CVS who provide generalist infrastructure support may see an influx in demand.

#### Partners in planning and delivery

Policy changes have shifted the role of the public sector and with budget cuts the VCS has had to rely less on statutory sector funding and seek other sources of support. With rising demand in services we have argued that community empowerment and self help is a way of preventing need escalating. The VCS is best placed to develop forms of local solutions and their experience and expertise can offer innovative solutions to public sector in service planning and delivery

### Community Cohesion

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

## 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	
Service / Document / Function being assessed			
<b>Keeping Families Together: The Placements Strategy for Looked After Children (LAC)</b> The Placements Strategy provides the strategic framework for planned changes and activity across children's services relating to our arrangements for children looked after and our efforts to keep families together and so reduce the number of children in care. 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.			
<b>Business Plan Proposal Number (if relevant)</b>	A/R.6.405		
Aims and Objectives of Service / Document / Function			
The scope of the strategy covers the following objectives: <ol style="list-style-type: none"> <li>4. <b>Manage risk confidently and support families at the edge of care</b> to make sure the right children come into care at the right time.</li> <li>5. <b>Provide a high quality placement and a good education for all Looked After Children</b> so that all children have positive experiences in care and education whatever their needs.</li> <li>6. <b>Give children clearly planned journeys through care</b> which allow them to be reunited with family and friends where possible, have stable placements with alternative carers where not and exit the care system positively at whatever age this happens.</li> </ol>			
What is changing?			
The key work streams and projects within the scope of the strategy, are summarised below: <p><b>Manage risk confidently and support families at the edge of care</b></p> <ul style="list-style-type: none"> <li>• Develop a new small, targeted, proactive, rapid, flexible, intensive and family-centred support service aimed at maintaining family relationships or finding alternative kinship based solutions for young people at the edge of care. The teams will aim to respond quickly where family crises occur; engaging quickly to resolve problems before family relationships breakdown irretrievably.</li> <li>• Developing a revised protocol for the assessment of homeless 16/17 year olds and care leavers. The protocol aims to ensure that by working together, agencies will prevent homelessness and/ or resolve the homelessness of young people and care leavers. The protocol has now been developed and will be monitored and reviewed for effectiveness as part of the LAC Commissioning Board portfolio of projects.</li> <li>• Provide additional shared care for families.</li> <li>• Changing the cycle for mothers who have children taken into care:</li> </ul>			

### **Provide a high quality placement for all Looked After Children**

- Monitor the recruitment of significantly more in-house foster carers, allowing us to reduce the reliance on independent agencies and residential placements.
- Review existing residential and highest cost placements for children in care, seeking to identify where children and young people's needs could be met in family-based solutions.
- Monitor the impact of the hub model in residential child care which focuses on outreach and assessment and supports young people to move on to foster care or stay with their own families where appropriate. Residential placements are expensive and a focus on ensuring residential provision is only used when absolutely necessary will reduce costs and enable more young people to benefit from a family environment.
- Ensure continuity of education placements.
- Undertake analysis to investigate why adoption placements break down and explore what can be done to prevent this and support families involved.
- Develop a 16+ Supported Accommodation Strategy to deliver sufficient available accommodation for LAC who are 16+ and successfully support young people presenting as homeless. An increased portfolio of options for independent or semi-independent living will reduce placement costs as we will be less reliant on expensive out of county residential placements.

### **Give children clearly planned journeys through care**

- Explore joint commissioning options with Health colleagues and look at how we can work together to meet funding gaps. We are expecting an increase in LAC based in county. If we don't invest in our own services, they may not be able to manage demand and provide looked after children with the quality of care they need.
- Continue to monitor permanency to check that there is no drift in care planning and that children and young people are being supported to go home where this is in their best interests.
- Continued development of the Coram Adoption Partnership with a focus on increasing the proportion of children in care who are adopted and improving the timescales for the adoption process. This will include the introduction of concurrent planning in fostering and adoption, to reduce placement moves for children under the age of one where rehabilitation to birth families is not viable.

### **Supporting Processes:**

- We have now developed a Sufficiency Strategy which sets out how the Council will meet the placement needs of current and future children in care and care leavers, in light of our understanding of their needs and current provision. The development of this strategy will form part of the LAC Placements Strategy's future work plan.

The 2015/16 LAC savings target of £2m will be delivered through the Placements Strategy and the combination of the actions set out above.

### **Who is involved in this impact assessment?**

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

The following groups have been involved in analysing the impact on the community:

#### **Council Officers:**

- Placements Strategy Task Group – Workstream leads for each element of the project
- 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

#### **Other Stakeholders:**

- Members
- Children's Trust Partners

## 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

Age: The strategy's purpose is to improve the lives of children aged 0-19, 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.

### Negative Impact

N/A

### Issues or Opportunities that may need to be addressed

#### Groups affected:

- Children & Young People between ages of 0 and 19, in particular:
  - Looked After Children
  - 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
- Parents and Families in need
- 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

#### Impact

- There will be fewer children in care, achieved through successful early intervention.
- In particular we will expect to see fewer young people aged 11-18 coming into care as we seek to maintain family relationships wherever possible, recognizing that in general the outcomes for young people coming

into care as teenagers are not good. Where it is necessary for the authority to take teenagers into care this will happen but our teams will seek to maintain young people within families whilst we work to address needs and problems. More children in care will be placed in Cambridgeshire rather than out of county or at a distance from their community.

- A greater proportion of children in care will have placements with in-house services rather than with private providers.
- A smaller proportion of children in care will have residential placements, with work to provide additional support for foster carers and kinship placements allowing these children and young people to be supported in family rather than residential settings. This may entail a change of placement for some existing looked after children
- LAC will be given clearly planned journeys through care with no drift in care planning and fewer changes of placement.
- Children coming to the end of their time in care will be supported to live more independently and will be given skills to allow them to cope when they reach adulthood. Disengagement and disaffection amongst vulnerable children and young people will be tackled through excellent teaching and learning and an engaging curriculum.

Key impacts on Parents and Families are:

- There will be a more coherent range of support for parents including a clearly defined mix of generic support and more specialist programmes.
- Our approach to supporting parents will have a greater emphasis on building capacity and 'upskilling' parents so they can help themselves rather than relying on professionals to provide direct support.
- Work with the extended family will be expanded to see if capacity can be identified as a preferable solution to dependence on services or children coming into care.
- We will seek to increase the ability of foster carers to support children with complex needs and challenging behaviour who might otherwise have required a residential placement. We will provide extra support but will be expecting foster carers to work with challenging children and young people.

Key impacts on Council Officers are:

- Social Workers will manage greater levels of assessed risk.
- The work of preventative services will be more targeted and may involve meeting higher levels of need and more complex and difficult situations than previously.

### **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, CAM panel.
- Internal consultation with Extended Children's Leadership Group using case studies to inform consideration of the future shape of preventative services.
- Input from Members.
- Development of funding and savings model based on analysis of current areas of spend.
- Research into national best practice using consultancy resource.

### **Plans to mitigate impact**

- The transformation and re-structure of Social Care to a unit model has been a key component of the strategy to both deliver and manage a smaller looked after population and therefore a larger number of families being supported to stay together at the edge of care. The unit model has a strong emphasis on professional development and putting practice first and is specifically designed to help social workers manage risk confidently and support families to stay together.
- We re-invested savings delivered by the strategy in year one (2011-12) into preventative services in year two. This is part of the commitment to early intervention which will mitigate the risk of those with emerging needs being missed by the more targeted services which are being redesigned.
- The impact of the strategy on the numbers in care and the outcomes for these children and young people will be continuously monitored through the delivery – both at Regular Social Care Performance Boards and by the Placements Strategy's own governance and reporting arrangements.

**Review**

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

**Community Cohesion**

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

This strategy will help community groups to develop a vision of a shared future by the development of a community model which will establish a role for volunteers and community figures in supporting families in crisis as part of our system of services to keep families together.

The last round of consultation with children and young people regarding the content of the strategy took place in February 2011 – through the 'Just Us' groups which bring together LAC to discuss issues in how we work for them.

Individual workstreams within the project have also sought young people's involvement, particularly in service design and awarding contracts. For example, the 16+ Supported Accommodation strategy involved young people in producing the service specification and awarding the tender in May 2013.

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Strategy and Commissioning		Name: Judith Davies  Job Title: Head of Service Commissioning Enhanced Service  Contact details: 01223 729150
Service / Document / Function being assessed		
Home to School Transport (Special)		
<b>Business Plan Proposal Number (if relevant)</b>	A/R.6.407	
Aims and Objectives of Service / Document / Function		
<p>To set out criteria for the Council providing home to school/college transport for children and young people with SEND in a policy and to:</p> <ul style="list-style-type: none"> <li>Ensure that children and young people get to school on time and safely</li> <li>To ensure that the County Council meets its statutory duty to provide transport for children and young people with SEND who meet criteria</li> <li>Support access to further education and learning for students with SEND who meet criteria aged 16-25</li> <li>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</li> </ul>		
What is changing?		
<p>The SEN Home to School Transport Policy will set out in more clarity the criteria for post 16 transport so that it is clear that the criteria relates to:</p> <ul style="list-style-type: none"> <li>Only to the nearest appropriate post 16 College (NAC)</li> <li>The Council will specify the miles it will fund when parents transport</li> <li>To cease to provide free home to school transport for post-16 students. All young people meeting the criteria for SEND post 16 transport will be required to pay an annual fee .The fee will be equivalent to that paid for post 16 bus passes by young people without SEND. Students meeting low income criteria would be eligible for a greater level of subsidy</li> </ul>		
Who is involved in this impact assessment?		
e.g. Council officers, partners, service users and community representatives.		
Council Officers Parents and Carers Young People Partners FE (Further Education)/Post 16 Providers)		

### 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.

<b>Positive Impact</b>
<b>Negative Impact</b>
<b>Neutral Impact</b>
The age range will not change and will still be available if meeting the criteria, for age 16-25. Disabled students will be treated in the same way as non-disabled students. Where a young person is in a rurally isolated situation they will still be able to access SEND transport if they meet the criteria, to attend post 16 education or training. For those on low income the post 16 policy for all students will apply.
<b>Issues or Opportunities that may need to be addressed</b>
Ensuring young people and families understand this expectation and it is not discriminatory. All post 16 students attending education or training will need to pay a fee towards the cost.

### Community Cohesion

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

The changes will enable the Council to continue to provide home to school/college SEND transport and so support employment in the community.
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## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Strategy and Commissioning		Name: Meredith Teasdale  Job Title: Director of Strategy and Commissioning  Contact details: 01223 728404
Service / Document / Function being assessed		
Strategy and Commissioning		
Business Plan Proposal Number (if relevant)	A/R.6.409	
Aims and Objectives of Service / Document / Function		
<p>Strategy and Commissioning Service leads on planning, performance, commissioning and partnership for the Children, Family and Adults Directorate. Services included in the Directorate are:</p> <p>Commissioning Enhanced Services          Performance Management and Quality Assurance          Strategy and Partnership          Strategic Commissioning for SEND          Strategic Commissioning for children's health services          Information Management and IT systems          Business Improvement and Development          Building Schools for the Future</p> <p>The role of the service is to set the direction of travel for the Children's, Families and Adult's service and be a key player in developing the corporate vision and direction of travel.</p> <p>The role of the service is to ensure that we deliver changes and develop improved outcomes for Cambridgeshire residents in a co-ordinated and cost effective way through collaboration and partnership working.</p>		
What is changing?		
<p>The current structure of the Strategy and Commissioning Service has been in place for a year and it is clear that greater synergies can be found by amalgamating teams to provide a more cohesive provision. This is likely to equate to a £500k saving in 2015 – 16.</p>		
Who is involved in this impact assessment?		
<p>e.g. Council officers, partners, service users and community representatives.</p> <p>Meredith Teasdale Service Director Strategy and Commissioning</p> <p>In producing this assessment, the following has been taken into account:</p> <ul style="list-style-type: none"> <li>Members seminar</li> <li>Discussions with services</li> </ul>		

### 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.

<b>Positive Impact</b>
<b>Negative Impact</b>

<b>Neutral Impact</b>
All changes will follow clear Human Resources processes and will not impact negatively on one grouping more than another
<b>Issues or Opportunities that may need to be addressed</b>
<p><b>Issues</b></p> <p>The changes are likely to mean new teams are created and that some management of teams will change and that there will be some redundancies</p> <p><b>Opportunities</b></p> <ul style="list-style-type: none"> <li>The new model will allow greater cohesion and co-ordination around the commissioning model which will further support services to deliver change.</li> </ul>

### Community Cohesion

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

The teams in Strategy and Commissioning will continue to work to promote and support Community Cohesion.
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## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Children, Families and Adult Services Enhanced & Preventative Services		Name: Amanda Phillips
<b>Service / Document / Function being assessed</b>		Job Title: Business Improvement & Development Manager
Early help services for children, young people and families within Enhanced & Preventative Services		Contact details: 01480 373509
<b>Business Plan Proposal Number (if relevant)</b>	A/R 6/.502-506	
Aims and Objectives of Service / Document / Function		
<p>Early Help refers to preventative and early intervention support provided to families which is aimed at stopping problems deepening, avoiding crises and ultimately reducing the demand for specialist and statutory intervention services. The intention is to help families when problems are first emerging, to help them to thrive within their communities and reduce the demand for longer term and intensive support. The early help approach is central across a range of needs amongst children and families. The principle applies equally to safeguarding work, work to support inclusion, educational achievement, special educational needs, further learning and employment prospects, family functioning, family health and mental health and issues such as poverty, offending and substance misuse.</p> <p>Early help for families is more important now than ever. The economic climate, population growth and changing demographics mean that families are facing new and greater challenges at the same time that public services are facing decreasing budgets and change on an unprecedented scale. The work to rethink the role of the public sector will need to place less emphasis on public agencies stepping in to provide services and greater emphasis on how we see families and communities themselves as the basis for change. The role of public services can be to help families gain the confidence and skills to succeed independently and help other people in their community.</p> <p>The financial context means that the amount of service intervention provided directly by public services will have to reduce, become further targeted to those most in need and be better joined-up across partners. We will work together to ensure the direct offer has greatest impact, is evidence based and outcome focused.</p> <p>The key outcomes for Enhanced and Preventative Services are:</p> <ul style="list-style-type: none"> <li>• Children are ready for and attend school, and make expected progress.</li> <li>• Young people have the skills, qualifications and opportunities to succeed in the employment market.</li> <li>• The number of families who need intervention from specialist or higher threshold services is minimised.</li> </ul>		

What is changing?
<p>The County Council business plan requires the Enhanced and Preventative Directorate to achieve savings of just under £6m from a £19m budget over the period 2013/14 to 2016/17 (£2.177m of which has already been achieved). This will require a redesign of our early help services. This is being done alongside work with partners to develop a strategy for Early Help across Cambridgeshire. The early help offer is a crucial part of our multi-agency safeguarding arrangements, and will form the basis of the Local Offer as part of the Special Educational Needs and Disability (SEND) reforms.</p> <p>A revised partnership Early Help strategy will support and enable the development and implementation of a new early help offer in Cambridgeshire which develops and embeds these principles. The strategy will set out the expectations of different parts of the 'Early Help' system, including families themselves and the communities they live in. It will consider how different services fit together and the working and practice arrangements which will make early help most effective.</p> <p>In terms of the reconfiguration of Enhanced and Preventative services we need to meet needs better but with less money. We shall seek to align priorities better across Directorates within CFA and with our partners. There will be a reduction in the number of posts and the variety of roles we deliver which means we will work with fewer children, young people and families. The areas where we will continue to focus our direct work will be on developing and</p>

delivering Early Childhood Services, whole family working and supporting those young people who most need help in order to succeed

### Core components of the revised approach to Early Help

- A community and family focus as the starting point for preventative work.
- Taking a whole family approach which builds on their strengths, creates resilience and puts families at the heart of the solution.
- Timely intervention, advice and guidance in universal settings which prevents problems occurring or worsening.
- A coherent and joined up approach to assessing need and coordinating inter-agency responses. An approach which makes the best use of available community resources.
- A highly skilled workforce who can be deployed to support families and young people with a range of needs. Helping families with a wide range of issues through a creative and flexible approach.
- Clear targeted support to the right families on issues which can make the biggest impact to long term outcomes, using a strong evidence base to what we do.
- Provide a seamless interface with specialist services where required. With excellent pathways between early help and child protection services when it is needed.
- Integrating our specialist SEND services to ensure a more coordinated response to need.

### Who is involved in this impact assessment?

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

Early Help Project Team members: Sarah Ferguson, Lorraine Lofting, Sarah Tabbitt, Tom Jefford, Helen Phelan, Jo Sollars, Kathy Stansbie, Maxine Harriman, Rob Stephens.

In producing this assessment, the following has been taken into account:

- Members feedback at Early Help and Business Planning seminars and Children & Young People's Committee.
- Discussions with schools.
- Feedback from five multi-agency stakeholder events and responses to informal consultation held in June 2014.
- Intensive work to look at key areas of focus for future service delivery has been lead by Heads of Service and engaged other Directorates.

### 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

#### Disability

We will increase focus on and strengthen our arrangements for children and young people with SEND who will be a target user group for Enhanced & Preventative Services. We will integrate our specialist SEND services to ensure a more coordinated response to need. Workers in more generic roles will be expected to have a level of understanding and skill in meeting the needs of children, young people and families affected by SEND. They will be supported by specialist services who will also provide direct support where needs are more complex or a statutory intervention is required.

### Negative Impact

#### Age

The proposals may have a negative impact on children and young people. There will be a reduction in the number of children and young people we will be able to work with as our services become more targeted. The direct provision of services, where it has been identified there is a specific need for support will focus on overcoming barriers presented where there is:

- SEND
- Child and parental mental health issues
- A risk that children could underachieve due to social - economic factors
- Domestic abuse
- Substance misuse
- Families facing multiple problems

There will be a greater emphasis on seeing families and communities as the basis of change. We will aim to build resilience in families to manage without service support. We will aim to build capacity in universal services and support greater integration across services.

### Neutral Impact

#### Deprivation and Rural isolation

Services will be targeted to children and young people and their families to help overcome barriers presented by social-economic factors which put them at risk of underachieving.

### Issues or Opportunities that may need to be addressed

#### Issues

- The level of service intervention provided directly by the local authority and other public services will reduce and become targeted to the most in need. There is therefore a risk that we do not meet the challenge of rising need and demand for services and that vulnerable children, young people and families are not provided with the standard and quality of support they need. We will work to ensure the direct offer has greatest impact, is evidenced based and outcome focused.
- Delivering targeted services with limited universal provision may make it difficult to identify and engage families and young people.
- Changes may impact on our ability to meet external measures e.g. Ofsted inspections (Children's Centre / Safeguarding).
- The significant savings required will inevitably mean a reduction in the numbers of posts within Enhanced and Preventative Services.

#### Opportunities

- The model relies upon building capacity and resilience within families and communities. Our approach to this will need to be developed in partnership and involve elected Members.
- Increased integration and partnership working.

**Community Cohesion**

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

Families and community are seen as the foundation of the proposed model for early help. Support will always begin with the family and community as the base on which other support is built where needed. Work is now taking place across the Children's Trust and across the council to look at how we work together to build community resilience, capacity and networks. The outcome of this work has the potential to have a positive impact on community cohesion.

Directorate / Service Area		Officer undertaking the assessment
Children, Families & Adults Service		Name: Tom Jefford
Service / Document / Function being assessed		Job Title: Head of Service  Contact details: <a href="mailto:Tom.jefford@cambridgeshire.gov.uk">Tom.jefford@cambridgeshire.gov.uk</a>  01223729152
Commissioning Safer Communities Partnership Team		
Business Plan Proposal Number (if relevant)	A/R.6.507	
Aims and Objectives of Service / Document / Function		
Community Safety and substance misuse		
What is changing?		
<p>The CSCPT have identified budget savings in line with other service areas. Some of the following proposals are linked to the reduction or removal of external funding streams.</p> <p>Proposals include: the removal of a criminal justice lead post as the commissioning of prison based services moves back to the NHS from 2015. (£42k), the removal of an in house training post related to domestic violence (£35k) and the removal of one drug intervention officer from the adult substance misuse contract working with the criminal justice team (£35k). Several projects which are coming to an end will not be renewed. These include campaign work (£2k) and project based work for young people (£13k), recovery work (£12.5k), Non-hospital detoxification work (£5k), the ending of the Naloxone pilot (£2k) and service user work (£1.5k)</p> <p>Other budget lines are taking savings; legal (£3k) and a saving has been achieved against the contract value of the recently renewed alcohol contract (£30k) A saving has been made against the GP contract (£5k).</p> <p>Further reductions are being considered from the Supporting People grants.</p>		
Who is involved in this impact assessment?		
e.g. Council officers, partners, service users and community representatives.		
<p>The budget proposals will be reviewed by the Joint Drug and Alcohol Commissioning Group. Service users have not been consulted on these proposals. Council Officers and partners have been made aware of the proposals.</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.

<b>Positive Impact</b>
<b>Negative Impact</b>
<p>The reduction in young people project work will reduce the capacity of the system to contribute to county wide initiatives which are broadly preventative in nature or which give added support to the contracted services to offer additional services when requested to do so.</p> <p>The reduction in a drugs intervention post makes the services less able to work in the community and therefore may make hard to reach clients less engaged in services. Reductions across the budgets described may make the responsiveness of the service less able to flex resources to meet need due to a general reduction in capacity. However the key performance indicators for the service will remain the same and will continue to be monitored as part of contract compliance and review structures already in place.</p>
<b>Neutral Impact</b>
<p>The withdrawal of the criminal justice post is in response to the commissioning changing back to the NHS so the clients and services are unaffected by this change.</p>
<b>Issues or Opportunities that may need to be addressed</b>

### 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	
Learning/0-19 Place Planning & Organisation		Name: Hazel Belchamber Job Title: Head of 0-19 Place Planning & Organisation Contact details: 01223 699775	
Service / Document / Function being assessed			
Mainstream Home to School/College Transport Policy			
Business Plan Proposal Number (if relevant)	A/R.6.601		
<b>Aims and Objectives of Service / Document / Function</b>			
<ul style="list-style-type: none"> <li>To ensure that children and young people of statutory school age are able to get to school on time and safely</li> <li>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 8-15 living more than three miles from their designated school</li> <li>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</li> <li>To facilitate access to further education and learning for students aged 16-19</li> <li>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</li> </ul>			
<b>What is changing?</b>			
<p>To cease to provide free home to school transport on routes, within statutory walking distances, in cases where those routes have been subject to an assessment by an experienced road safety officer and, where appropriate, an independent risk assessment, and judged to be safe for a child, accompanied as necessary by an adult, to walk to and from school.</p> <p>To introduce a charge for post-16 students living in low-income families. Students meeting low income criteria would be eligible for a greater level of subsidy than those from higher income families.</p>			
<b>Who is involved in this impact assessment? e.g. Council officers, partners, service users and community representatives.</b>			
Council officers, Local Members, service users, transport operators.			

### 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		√	
<b>The following additional characteristics can be significant in areas of Cambridgeshire.</b>			
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**

The introduction of a charge for post-16 students living in low income families could prove to be a disincentive to those students continuing 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).

The students affected would be those who meet the eligibility criteria for the 16-19 Bursary which is administered by schools and colleges. The most vulnerable students (those in care, care leavers and those who qualify for income support in their own right) are guaranteed a 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.

Students meeting low income criteria would be eligible for a greater level of subsidy than those from higher income families. It is proposed that they would continue to receive free transport for the first term of their post-16 education to ease the transition for them and their families.

#### **Neutral Impact**

With regard to route reviews, the Council will continue to make reasonable adjustments for those parents who are unable to accompany their children to schools on grounds of parental disability. Children and young people who have disabilities which affect their ability to walk to school, will continue to receive free transport.

Children living in rural communities served by schools that are either beyond the statutory walking distance or accessed along routes which do not meet the Council's criteria as safe walking routes will continue to receive free transport.

Young people aged 11-15 living in low income families will continue to be entitled to free transport to one of their three nearest qualifying secondary schools, where they live between 2 and 6 miles of that school.

Other characteristics are either not applicable or relevant to the delivery of this service as no distinction is made when delivering the service.

#### **Issues or Opportunities that may need to be addressed**

A member service appeal panel will be convened to hear any appeals lodged by parents in response plans to withdraw the current entitlement to free transport.

#### **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
Learning/0-19 Place Planning & Organisation		Name: Hazel Belchamber  Job Title: Head of 0-19 Place Planning & Organisation  Contact details: 01223 699775
Service / Document / Function being assessed		
Mainstream Home to School/College Transport Contracts		
<b>Business Plan Proposal Number (if relevant)</b>	A/R.6.602	
Aims and Objectives of Service / Document / Function		
<ul style="list-style-type: none"> <li>To ensure that children and young people of statutory school age are able to get to school on time and safely</li> <li>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 8-15 living more than three miles from their designated school</li> <li>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</li> <li>To facilitate access to further education and learning for students aged 16-19</li> <li>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</li> </ul>		
What is changing?		
To further embed the practices of regularly reviewing transport routes to reduce the number and/or size of vehicles used to transport children and young people to school.		
Who is involved in this impact assessment?		
e.g. Council officers, partners, service users and community representatives.		

Council officers, Local Members, service users, transport operators.

## 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.

<b>Positive Impact</b>
<b>Negative Impact</b>
Reducing the number of spare seats on school transport limits the potential for parents to purchase these for their children to facilitate attendance at out-of-catchment schools. This could have the greatest impact on those families living in rural areas served by limited public services.
<b>Neutral Impact</b>
Other characteristics are either not applicable or relevant to the delivery of this service as no distinction is made when delivering the service.
<b>Issues or Opportunities that may need to be addressed</b>
Sale of spare seats generates income for the Council.

## 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
CFA / Learning / Schools Partnership Service		Name: Guy Dickens
Service / Document / Function being assessed		Job Title: Head of Service
Reduction in Foundation Learning Budgets, Ending subsidy for The Key school information service.		Contact details: <a href="mailto:guy.dickens@cambridgeshire.gov.uk">guy.dickens@cambridgeshire.gov.uk</a>
Business Plan Proposal Number (if relevant)	A/R.6.604	
Aims and Objectives of Service / Document / Function		
<p>The Schools Partnerships Service (SPS) has the responsibility for:</p> <ul style="list-style-type: none"> <li>Commissioning, brokering, signposting and (in some cases) providing high quality and effective support for schools and academies;</li> <li>Leading the LA's policies on school-to-school support, particularly in relation to Teaching School Alliances and other school partnerships;</li> <li>Supporting schools to accelerate the progress of vulnerable and disadvantaged groups (SPS includes CREDS, SEN Advisers and the Virtual School for Looked After Children);</li> <li>School improvement support for special schools;</li> <li>Supporting curriculum, teaching and leadership developments in schools;</li> <li>Professional direction of the Education Adviser team, the Education ICT Service and the Adviser for RE and SACRE;</li> <li>Managing the NQT Appropriate Body and the work of the General Adviser: NQTs</li> </ul>		
What is changing?		
The discretionary funding given by the LA to secondary schools / FE Colleges to support Foundation Learning is being reduced and the discretionary subsidy given to maintained schools for The Key School information service is being stopped.		
Who is involved in this impact assessment?		
e.g. Council officers, partners, service users and community representatives.		
Schools / Colleges / students.		

## 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		√	
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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.

<b>Positive Impact</b>
<b>Negative Impact</b>
There is a small risk of the reduction in the Foundation Learning budget resulting in a greater percentage of young people becoming NEET (Not in Education, Employment and Training). However, schools and colleges are funded to support these students. The LA grant has been additional to this and is not being stopped completely. Ending the small subsidy for The Key will have no discernible impact and has been part of a three year plan known by schools; again, this is a facility that schools are expected to fund from their own resources.
<b>Neutral Impact</b>
<b>Issues or Opportunities that may need to be addressed</b>

### 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
Learning. Workforce Development	Name: Paul Evans  Job Title: Head of Service
Service / Document / Function being assessed	
Workforce Development Team	

		Contact details: 507197
<b>Business Plan Proposal Number (if relevant)</b>	A/R.6.605	
<b>Aims and Objectives of Service / Document / Function</b>		
<p>To directly provide practice based learning opportunities to those staff employed within CFA and those employed within the Adult PVI sector. This provision includes the commissioning, procurement and direct supply of training.</p> <p>To work in partnership with others to ensure that these needs are fulfilled. Partners include: Cambridgeshire LSCB, LGSS OWD, Adult Safeguarding, Cambridgeshire Children's Trust.</p> <p>Team is responsible for a vocational qualification centre. (City &amp; Guilds)</p>		
<b>What is changing?</b>		
<p>In the forthcoming financial year, the team's budget will be reduced by 165k.</p> <p>In order to achieve these savings, it is anticipated that the follow may happen.</p> <ul style="list-style-type: none"> <li>• Re-location of the Adult Workforce team from Castle Court, Cambridge to Stanton House, Huntingdon. Formal consultation to start as from 6<sup>th</sup> October and to be concluded 3<sup>rd</sup> November.</li> <li>• Re-structuring of the team to realise the efficiencies to be gained from bringing together the Children's and Adult's Workforce teams. Formal consultation to be launched mid November, with a planned implementation at the start of the new financial year, or as soon after then as is possible. There will be some reduction in staffing.</li> </ul> <p>Team does not provide a service to members of the public beyond those with specific learning needs e.g. carers.</p>		
<b>Who is involved in this impact assessment?</b>		
<p>E.g. Council officers, partners, service users and community representatives.</p> <p>Primary impact will focus on existing team members.</p> <p>Secondary, on those that receive the learning that we provide. However, there will be no reduction in required professional development for staff. .</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.

<b>Positive Impact</b>
<b>Negative Impact</b>
<p>The majority of the workforce is female. To mitigate, the correct HR procedures will be followed to ensure that the process is open, transparent and fair.</p> <p>The team currently provides a work experience opportunity to two adults with a disability. This opportunity maybe threatened because of reduced capacity to support / mentor. To mitigate, we will prioritise this support as much as possible without affecting service delivery.</p>
<b>Neutral Impact</b>
<b>Issues or Opportunities that may need to be addressed</b>

### Community Cohesion

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

N/A

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area	Officer undertaking the assessment
Children, Families and Adult (CFA)	Name: Gill Harrison
Learning / Early Years Service Learning	Job Title: Head of Service Early Years
Service / Document / Function being assessed	Contact details: 01223 728542
Early Years including workforce development and the sustainability of places and settings	
Ref: A/R.6.608	
Aims and Objectives of Service / Document / Function	
<ul style="list-style-type: none"> <li>To support and challenge local early years providers in meeting the requirements of the Early Years Foundation Stage</li> <li>To secure the provision of high quality training and qualifications to meet the needs of local early years providers</li> <li>To provide information, advice and training for providers deemed inadequate or requiring improvement by Ofsted</li> <li>To provide the quality improvement function for Children's Centres, Early Years Foundation Stage in schools and in the Private, Voluntary and Independent (PVI) sector</li> <li>To carry out statutory assessment procedures, including the moderation for the Early Years Foundation Stage Profile, to ensure that assessment is carried out in accordance with requirements</li> <li>To develop and sustain partnerships in the early years sector</li> <li>To support and oversee the development of a sustainable early years sector in Cambridgeshire, including providing advice and challenge on business and financial planning, marketing, suitability of premises, employment and governance</li> </ul>	
What is changing?	
<b>DRIVERS FOR CHANGE:</b> <ol style="list-style-type: none"> <li><b>Legislative changes:</b> <ul style="list-style-type: none"> <li>The Government has released new statutory guidance for local authorities regarding early education and childcare, which came into effect on 1 September 2014</li> <li>The implementation of this new guidance will mean a significant change for the role of the local authority. Rather than providing universal support to all early years settings, the focus is now more on targeted support to settings that are rated by Ofsted as less than good, and as the champion for disadvantaged children. The local authority no longer has the duty to support all providers and offer training, advice and support, although there is a need to secure this for provision that is deemed required to Improve or Inadequate by Ofsted.</li> </ul> </li> <li><b>Local Government Savings Targets:</b> <ul style="list-style-type: none"> <li>Alongside the changing statutory duties, the local authority has to make significant savings over the next few years, including within the Learning Directorate.</li> </ul> </li> <li><b>Opportunities from a restructured Learning Directorate</b> <ul style="list-style-type: none"> <li>The Learning Directorate has recognised that there could be opportunities for more streamlined working.</li> </ul> </li> </ol>	

**HOW THE CHANGES WILL IMPACT IN CAMBRIDGESHIRE:**

The recent Early Years Review, which formed part of the broader Learning Directorate restructure, resulted in a new Early Years Service being established in August 2014. The new Early Years Service is significantly restructured to reflect the revised local authority role and the role of Ofsted. This has led to more holistic advisory roles, with a focus on maintaining high quality settings and on rapidly improving settings when necessary. There is an increase in trading activities.

Within the plan for the new Early Years Service, some additional savings were identified for 2015/16. These represent savings that could not be made in 2014, for various reasons, but could be realized in 2015/16.

Universal support to schools and settings will have a further small reduction. By 2015/16 the new function of the LA in terms of our relationship with the EY sector will be more established and so it is envisaged that a further reduction in resources will have a minimal impact on the quality of the sector. Importantly, the LA will be able to continue to ensure that children are safe, that early years providers receive the funding to which they are entitled and that the local authority can maintain its duty of providing sufficient, sustainable, quality childcare places. Support will be targeted, focussing on poor quality settings and those in areas of disadvantage.

The new structure increases the opportunities for sector-led improvement and support. The recent designation of the Cambridge Early Years Partnership (which is a nursery-led teaching school) marks a new partnership with the local authority work. This new teaching school will work with parts of the Early Years sector, developing practice, and this represents some functions that used to be in the local authority remit. The new Early Years pupil premium for 3 and 4 year olds (for children who meet the free school meal criteria) starts in April 15. This will bring funding directly to the providers and this means that aspects of the local authority budget that goes directly to settings to support disadvantaged children can be reduced.

**Who is involved in this impact assessment?**

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

Schools, Early Years settings, Council staff.

**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**

There will continue to be a focus on supporting and developing the quality and sustainability of Early Years provision in areas of deprivation.

**Negative Impact**

### Age

- The overall reduction of the budgets may impact on support for some settings working with children aged 0-5 years.
- The Early Years Service will continue to champion the needs of the most disadvantaged children and support settings most in need (i.e. those rated less than good by Ofsted or in areas of disadvantage). Our work with settings rated "good" will continue, although this work will be increasingly traded. The Quality Assurance Team will visit each early years setting on an annual basis, with a structured in-depth discussion which will include developing quality, governance, financial and business planning, staffing and practice and result in an action plan for the coming year.

### Sex

- The proposed reduction in staffing will have a disproportionate impact on women as the workforce is predominantly female.

### Rural Isolation

- The reduction of budgets may impact on rural areas because the reduction in support will mean that practitioners may have to travel further to attend training, workshops etc. Online learning opportunities will be explored to see if these can partly mitigate this effect.

### Issues or Opportunities that may need to be addressed

- The changes represent an opportunity to increase partnership working in the sector and embed sector-led improvement. The Early Years Service has a key role to play in promoting sector-led improvement approaches which ultimately should lead to a higher quality and more sustainable sector.
- The Ofsted framework has recently changed and become significantly more demanding. We will need to monitor the impact of this carefully to ensure we have capacity to support all settings rated "less than good" by Ofsted.
- Maintaining capacity to prevent slippage in standards and continually raise and maintain the quality of Early Years provision.

### Community Cohesion

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

**Positive Impact:** These changes should have a positive impact on community cohesion with the further development of sector-led improvement and greater joint working within the sector. For example, it could potentially lead to the creation of hubs where communities can access a variety of services in one place, and where traditionally separate agencies would work alongside each other on a daily basis.

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area	Officer undertaking the assessment
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CFA / Learning		Name: Amanda Askham  Job Title: Head of Service  Contact details: <a href="mailto:amanda.askham@cambridgeshire.gov.uk">amanda.askham@cambridgeshire.gov.uk</a>
<b>Service / Document / Function being assessed</b>		
Business Support		
<b>Business Plan Proposal Number (if relevant)</b>	A/R.6.609	
<b>Aims and Objectives of Service / Document / Function</b>		
The Learning Directorate works with early years settings, schools and academies to plan high quality places, promote high standards and support curriculum enrichment opportunities. The Directorate leads on workforce development across services for Children, Families and Adults.		
<b>What is changing?</b>		
The development of new IT systems and new ways of working will reduce, to a small extent, the Directorate's business support requirement.		
<b>Who is involved in this impact assessment?</b> e.g. Council officers, partners, service users and community representatives.		
Business support staff across the Learning Directorate, excluding fully traded units.		

**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.

<b>Positive Impact</b>
<b>Negative Impact</b>
The majority of the Business Support staff is female. Should any redundancies be required, the correct HR

procedures will be followed to ensure that the process is fair and transparent.

#### Neutral Impact

#### Issues or Opportunities that may need to be addressed

#### Community Cohesion

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

### COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
CFA / Learning / CCS		Name: Richard Ware
Service / Document / Function being assessed		Job Title: Head of Service
Review Traded Units and Traded Activity		Contact details: <a href="mailto:Richard.ware@cambridgeshire.gov.uk">Richard.ware@cambridgeshire.gov.uk</a>
<b>Business Plan Proposal Number (if relevant)</b>	A/R.6.610	
Aims and Objectives of Service / Document / Function		
Currently, Groomfields is budgeted for the current financial year (2014/15) with a deficit of £100k. Unless changes can be made to run without this deficit, it would be proposed to close the service.		
What is changing?		

The Catering & Cleaning Service (CCS) is currently looking at ways to provide a grounds maintenance service to its end users, mainly schools, at no cost to Cambridgeshire County Council. If this cannot be achieved, the only alternative would be to close down Groomfields and make arrangements for those schools currently using the service to source alternative suppliers.

**Who is involved in this impact assessment?**

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

The workforce is currently being involved in looking at different ways of working, to see if suitable alternative options are feasible. If there are no practical options to continue the service, then clients will be informed and arrangements put in place for them to secure other providers. For the workforce, this will involve either redundancy and or possibly some TUPE transfers.

**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**

As Groomfields is a traded service and schools have the option to use either Groomfields or a Private Contractor, it is considered that the impact on the community will be neutral. There is however expected to be an impact on staff.

**Issues or Opportunities that may need to be addressed**

**Community Cohesion**

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

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**ECONOMY & ENVIRONMENT COMMITTEE**

**COMMUNITY IMPACT ASSESSMENTS**

<b><u>Reference</u></b>	<b><u>Title</u></b>	<b><u>Page</u></b>
B/R.6.013	Reduce back office budgets and shift from manual to video Traffic Census	2
B/R.6.211	Review effectiveness of Community Transport and Cambridgeshire Future Transport (CFT) and reduce funding to CFT and Community Transport	5
B/R.6.214	Review Enterprise and Economy (Economic Development) function	8
B/R.7.102	Generate income through advertising and sponsorship at Park and Ride Cambridgeshire Guided Busway	10
B/R.7.104	Increase highways charges to cover costs	12
B/R.7.106	Increase Growth & Economy charges to cover costs	12
B/R.7.110	Introduce charges for parking at Guided Busway sites	15
B/R.7.113	Increase Registration charges to cover costs	12
B/R.7.119	Increase Libraries charges to cover costs	12

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Economy, Transport & Environment  Policy and Business Development		Name: Celia Melville  Job Title: Head of Policy and Business Development
Service / Document / Function being assessed		Contact Details: 01223 715659 <a href="mailto:Celia.Melville@cambridgeshire.gov.uk">Celia.Melville@cambridgeshire.gov.uk</a>
Business Plan Proposal Number (if relevant)	B/R.6.013	
Aims and Objectives of Service / Document / Function		
The Policy and Business Development Service provides a range of activities across Economy, Transport & Environment, including business planning, risk management, business continuity planning, project support, providing administrative support, performance management information, traffic and accident data and research, internal communications and policy coordination.		
What is changing?		
<p>The saving proposal stated above covers various reductions and efficiencies in back office budgets in the Policy and Business Development Service. The total saving is £33,000, comprising the following reductions:</p> <p>Traffic Census savings - £14,000 Central Budgets - £19,000, made up of:</p> <ul style="list-style-type: none"> <li>• Training - £2,000</li> <li>• Office Support - £12,000</li> <li>• IT - £5,000</li> </ul> <p>Following a number of previous significant efficiency savings in the traffic census programme, in 2014 we changed the way traffic surveys are undertaken – moving from using manual enumeration to video cameras, which has resulted in a significant cost saving and improvements in data quality. This approach is also reducing our carbon footprint. Further financial savings are being made in 2015/16 as a result of this new approach.</p> <p>There will be a further reduction in the Office Support budget that funds postage and other resources not provided corporately, such as specialist toners. This is based on continuous review of practice and activity, enabling efficiency savings to be made.</p> <p>The IT budget that funds licences used across ETE will be reduced by a small amount. This efficiency results from ongoing work to ensure best use of our existing applications and licensing arrangements.</p> <p>Previous savings have been made on the Central Training Budget that funds staff in ETE undertaking professional qualifications. The final element of committed training was undertaken in 2014/15, so the remainder of the budget will be deleted in 2015/16.</p>		

**Who is involved in this impact assessment?**

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

Celia Melville – Head of Policy and Business Development

Graham Amis – Lead Business Development Officer

Tamar Oviatt-Ham – Lead Business Development Officer

**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**

Not Applicable

**Negative Impact**

Not Applicable

**Neutral Impact**

The traffic census outputs will remain the same, so there will be no impact on the wider public or other external organisations.

The reduction in the Office Support and IT budgets will have no impact externally and no impact on staff because they are efficiency savings based on new ways of working.

The removal of the Central Training budget will have a minor impact on staff since the opportunity to secure funding for professional qualifications will no longer be there. However, the take up in recent years declined. This was partly due to the context of Transforming ETE structural and cultural change programme, where it was agreed that the approach to meeting development needs across ETE would be considered strategically.

Ahead of the decision to make savings from the 2014/15 budget, there were discussions with ETE Leadership Team, which is made up of the Directors and Heads of Service, on the future use of the training budget and it was agreed that the previous bidding process for central funding of professional qualifications be replaced by funding from within Services. Therefore, any minor impact on staff will be mitigated. Another mitigating factor is that many internally-delivered courses are now corporately funded.

Issues or Opportunities that may need to be addressed
Not Applicable

**Community Cohesion**

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

Not Applicable

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Economy, Transport & Environment		Name: Joseph Whelan  Job Title: Head of Passenger Transport  Contact Details: 01223 715585 <a href="mailto:Joseph.Whelan@cambridgeshire.gov.uk">Joseph.Whelan@cambridgeshire.gov.uk</a>
Passenger Transport		
Service / Document / Function being assessed		
Review effectiveness of Community Transport and Cambridgeshire Future Transport (CFT) and reduce funding to CFT and Community Transport.		
Business Plan Proposal Number (if relevant)	B/R.6.211	
Aims and Objectives of Service / Document / Function		
<p>The Passenger Transport service aims to provide passenger transport services to a wide range of clients across the county. This includes subsidised bus services where commercially viable services cannot be provided but are needed.</p> <p>The Cambridgeshire Future Transport project is the responsibility of the Passenger Transport service. It was created to better integrate the commissioning and delivery of transport and to:</p> <ul style="list-style-type: none"><li>• Provide more efficient and tailored passenger transport services to meet community needs.</li><li>• To pool budgets from different providers of transport and thus allow for more efficient overall provision.</li><li>• To provide a more simple and integrated means of gaining information about passenger transport services.</li></ul>		
What is changing?		
<p>The Cambridgeshire Future Transport (CFT) programme has been running since 2012 and has successfully changed the model of public transport investment in Cambridgeshire.</p> <p>The CFT Programme roll-out is scheduled for completion during 2014/15. The Programme budget is £1.5 million per annum of public funding support for transport. CFT has been rolled out in a number of tranches across the County and the arrangements that are in place for the old bus subsidies are only being removed from an area when alternatives have been developed and agreed with local communities.</p> <p>It is important to note that the CFT approach has also secured Parish and District Council financial contributions for newly introduced bus services.</p> <p>From 2015/16, the CFT budget and all other funding towards community transport is being considered under one budget heading. This reflects the common objective of the (formerly) separate funding streams being used to help residents and visitors to Cambridgeshire access employment, education and training and public and leisure services.</p> <p>For the purposes of this CIA, it is the impact of proposed reductions on the enlarged CFT budget that is being assessed.</p> <p>The following budget reductions are required. This is based on the current budget from the 2014/15 Business Plan.</p> <p>It is proposed to review the allocation of grants to community transport operators and to review the effectiveness of CFT provision. Those areas providing least benefit would be withdrawn.</p>		

Financial Year	2014/15	2015/16	2016/17	2017/18
Savings required		-313	-383	-200

This Community Impact Assessment assesses the broader impact on the community of the budget reductions proposed.

The potential impact reflects comments that have been made by community transport organisations about the impact on the services they currently provide resulting from the removal of the grants noted above. For example, Cambridge Dial-a-Ride has clearly stated that it would reduce the geographical area that Dial-a-Ride would cover. This would mean that the hundreds of customer journeys per year that they undertake in the South Cambridgeshire area would no longer be served.

#### Who is involved in this impact assessment?

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

#### Officers

Joseph Whelan – Head of Passenger Transport

Paul Nelson – Public Transport Manager

Bess Sayers – Public Transport Business Manager

#### Economy and Environment Spokespersons

#### Stakeholders

Community Transport organisations

#### 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

Not Applicable

Negative Impact
<p><b>Age:</b> The elderly form a disproportionate share of the users of community transport and supported rural bus services. The withdrawal of services will have an impact on their ability to access shops and local services and engage in social activities.</p> <p><b>Disability:</b> Community transport services are used by those unable to drive. A reduction in support for community transport services will have an impact on their ability to access shops and local services and engage in social activities.</p> <p><b>Pregnancy and maternity:</b> Some pregnant women are unable to drive as a result of pregnancy. The withdrawal of services will have an impact on their ability to access shops and local services and engage in social activities.</p> <p><b>Deprivation:</b> Community transport services are used by those without access to a car. The withdrawal of services will have an impact on their ability to access shops and local services and engage in social activities.</p> <p><b>Rural communities:</b> Reducing public and community transport funding will mean fewer services provided and journey choice reduced.</p> <p><b>Access to employment and education and training:</b> Again, transport choice will be reduced.</p> <p><b>Isolation:</b> Individuals within communities may feel isolated if their regular bus service to the nearest service centre (particularly in more rural areas) is removed as a consequence of these proposed savings.</p>
Neutral Impact
<p>The protected characteristics shown in neutral are not, in themselves, determining factors about whether an individual needs to or will travel. Similarly, they are not characteristics that will determine the mode choice of travel.</p> <p>Therefore the Cambridgeshire Future Transport programme is estimated as having a neutral impact on the travel choices and options for these characteristics.</p>
Issues or Opportunities that may need to be addressed
<p>The aim is to review and remove areas of the service that have been least effective. This may lead to impacts on other County Council services, including Social Care, with the most vulnerable being isolated.</p>

## Community Cohesion

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

Less opportunity to be involved with community activities.

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Economy, Transport & Environment  Growth & Economy		Name: Bob Menzies  Job Title: Service Director: Strategy and Development
Service / Document / Function being assessed		Contact Details: 01223 715664 Bob.Menzies@cambridgeshire.gov.uk
Review Enterprise and Economy (Economic Development) function.		
<b>Business Plan Proposal Number (if relevant)</b>	B/R.6.214	
Aims and Objectives of Service / Document / Function		
The aim of Enterprise and Economy is to maximise the potential for job growth by facilitating programmes of economic growth and development across the county through policy development, attracting external resources and inward investment, the promotion of skills, and influencing the conditions for development through the planning process.		
What is changing?		
<p>Currently, posts exist in the County Council, District Councils and the Local Enterprise Partnership. The role of these posts are not the same, however there is overlap. A review of the function across the county is taking place, with the aim of a shared service being developed between the County and District Councils. This will allow a reduction in funding from the County Council due to more efficient working.</p> <p>In 2015/16 a saving of £40k will be made through deleting a vacant post. As the review progresses, further proposals will be developed and consultation with stakeholders, including staff, will take place. County Council HR policies and procedures will be followed to mitigate the impact of any structural changes.</p>		
Who is involved in this impact assessment?		
e.g. Council officers, partners, service users and community representatives.		
Bob Menzies - Service Director: Strategy and Development Celia Melville - Head of Policy and Business Development		

### 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		✓	
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Impact	Positive	Neutral	Negative
Religion or belief		✓	
Sex		✓	
Sexual orientation		✓	

The following additional characteristics can be significant in areas of Cambridgeshire.

## Economy & Environment Committee

<b>Rural isolation</b>		✓	
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<b>Deprivation</b>			✓
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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.

<b>Positive Impact</b>
Not Applicable
<b>Negative Impact</b>
The review should result in more efficient provision of an economic development function across the county, however, the overall reduction in resource will mean a reduction in economic development activity which will have an adverse impact on those seeking employment.
<b>Neutral Impact</b>
Not Applicable
<b>Issues or Opportunities that may need to be addressed</b>
Not Applicable

### Community Cohesion

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

Not Applicable
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## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment	
Economy, Transport & Environment  Passenger Transport		Name: Joseph Whelan  Job Title: Head of Passenger Transport	
Service / Document / Function being assessed		Contact Details: 01223 715585 Joseph.Whelan@cambridgeshire.gov.uk	
Generate income through advertising and sponsorship at Park and Ride and Cambridgeshire Guided Busway.			
<b>Business Plan Proposal Number (if relevant)</b>	B/R.7.102		
Aims and Objectives of Service / Document / Function			
The Passenger Transport service aims to provide passenger transport services to a wide range of clients across the county. This includes home to school services for school children and children with special needs and subsidised bus services where commercially viable services cannot be provided but are needed.			
What is changing?			
<p>To generate income from all users of the Park &amp; Ride car parks with a view to reduce the current net budget of £720k</p> <p>Cambridgeshire County Council Park &amp; Ride/ Guided Busway will be tendering for a public services concession for commercial outdoor advertising. The service will include poster advertising in existing bus shelters along the Guided Busway, plus two freestanding double sided poster light box type units for each of the 5 Park &amp; Ride sites on the outskirts of Cambridge.</p> <p><u>Update 29/09/2014</u> Shelters along the Busway are currently being modified with advertising boards and should be in operation during October 2014. Funding from the Better Bus Area Fund allowed us to reduce the requirement for freestanding light box units to 1 site rather than the 5 as new bus shelters installed at these sites has allowed us to fit advertising boards to these shelters.</p> <p>Income from advertising space will reduce impact on the County Council budget. Full update in the Spring of 2015 will show full details of this revenue stream on the Council budget.</p>			
Who is involved in this impact assessment?			
e.g. Council officers, partners, service users and community representatives.			
Joseph Whelan - Head of Passenger Transport Campbell Ross-Bain - Bus Operations & Facilities Manager Ian Gower – Procurement Officer			

### 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		✓	

## Economy & Environment Committee

<b>Marriage and civil partnership</b>		✓	
<b>Pregnancy and maternity</b>		✓	
<b>Race</b>		✓	

<b>Impact</b>	<b>Positive</b>	<b>Neutral</b>	<b>Negative</b>
<b>Religion or belief</b>		✓	

<b>Sex</b>		✓	
<b>Sexual orientation</b>		✓	
The following additional characteristics can be significant in areas of Cambridgeshire.			
<b>Rural isolation</b>		✓	
<b>Deprivation</b>		✓	

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.

<b>Positive Impact</b>
Not Applicable
<b>Negative Impact</b>
Not Applicable
<b>Neutral Impact</b>
There will be no impact on passengers as the advertising will not have any impact on bus travel or parking at the sites.
<b>Issues or Opportunities that may need to be addressed</b>
Not Applicable

### Community Cohesion

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

Not Applicable
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**COMMUNITY IMPACT ASSESSMENT**

Directorate / Service Area		Officer undertaking the assessment
Economy, Transport & Environment  Cross Directorate		Name: Celia Melville  Job Title: Head of Policy and Business Development  Contact Details: 01223 715659 <a href="mailto:Celia.Melville@cambridgeshire.gov.uk">Celia.Melville@cambridgeshire.gov.uk</a>
Service / Document / Function being assessed		
B/R.7.104	Increase highways charges to cover costs	
B/R.7.106	Increase Growth & Economy charges to cover costs	
B/R.7.113	Increase Registration charges to cover costs	
B/R.7.119	Increase Libraries charges to cover costs	
<b>Business Plan Proposal Number (if relevant)</b>	B/R.7.104 B/R.7.106 B/R.7.113 B/R.7.119	
Aims and Objectives of Service / Document / Function		
Review fees and charges to ensure that the full cost of providing services is covered.  The Business Plan 2013/14 outlined the need to review charges in ETE as part of a longer term strategy to ensure that we align our charging policies. The aim of this review was to ensure that we put in place charges that are appropriate to support and improve service provision.		
What is changing?		
Building on the work started last year, and on the outcomes of ongoing income monitoring, fees and charges have been reviewed and, if appropriate, revised, to ensure that the full cost of providing services is covered.		
Who is involved in this impact assessment?		
e.g. Council officers, partners, service users and community representatives.  Celia Melville - Head of Policy and Business Development Graham Amis - Lead Business Development Officer  Officers from the following ETE Services: Local Infrastructure and Street Management Assets and Commissioning Community and Cultural Services Growth and Economy		

## 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.

<b>Positive Impact</b>
Not Applicable
<b>Negative Impact</b>
Not Applicable
<b>Neutral Impact</b>
<p>Increases in fees and charges will impact on those who pay them, but the following key principles have been adopted. These will help to mitigate against the risk of disproportionately affecting any particular groups of people.</p> <ul style="list-style-type: none"> <li>• The user pays.</li> <li>• The Council accepts some risk by setting realistic charges.</li> <li>• Use benchmarking to mitigate risk.</li> <li>• Ensure that that all aspects of overheads are included, and that this is done in a consistent way.</li> <li>• Recognise that if we do not ensure full recovery of costs, services to the public will need to be reduced.</li> <li>• It may be necessary to introduce a charge for a service in order to retain that service.</li> <li>• Uprate fees and charges by RPI (Retail Price Index) each year where it is appropriate to do so.</li> </ul> <p>There will be no impact on the community, either positive or negative, following a review of the highway charges. The increases are in line with those permitted by the associated legislation and substantiated by bench marking against other Local Authorities, and are required in order to ensure organisations working on the highway network give sufficient thought to the works they are carrying out. In turn this allows us as the Highway Authority to better manage the highway network and minimise disruption to road users and conform to the Network Management Duty placed on us under the 2004 Traffic Management Act.</p> <p>Introduction of fees in Growth and Economy will ensure the County Council is able to continue to engage to provide discretionary pre-application advice relating to new development proposals which come forward in advance of the developers applying for planning permission. This will not disproportionately impact on any of the protected characteristics.</p> <p>Registration Service charges are those that are utilised on a very infrequent basis by customers, on</p>

average a few times for either service at most in a customer's lifetime. Therefore any increase in locally set fees has a minimal impact on end users.

In relation to Libraries fees and charges, the following points were considered when reviewing charges in order to mitigate against any negative impact:

- Increasing overdue charges could alienate the most needy from using the service - returning library stock on time is a life skill that requires organisation and understanding - some of our most challenging families may not have the capacity to deal with this.
- Increasing venue hire charges too much for community groups may send custom elsewhere and/ or risk the ability of communities to meet and engender new leisure and learning activities.
- Increasing loan fees could lead to declining use of income generating services, risking the income balance in the budgets.

The introduction of a new charge for reservations was considered, but it is intended to run a debt-recovery campaign in the first quarter of the new financial year (recovering monies owed by way of fees and overdue charges). This is expected to raise funds and avoid reservation fees that could disadvantage customers in more rural and deprived areas of the county, as they would have to pay to receive the wider choice of stock that can be found in the larger hub libraries. The success of the campaign will be monitored.

#### **Issues or Opportunities that may need to be addressed**

The charges will be reviewed on an annual basis.

Any issues that arise will be dealt with separately through usual feedback mechanisms within services and will be built into the ongoing review. As an example, feedback from Members and local Parish/ Town Councils highlighted that the charge per square metre for street license outside the Cambridge historic core was too high and discouraged businesses and communities. The charge is consequently being reduced for 2015/16.

#### **Community Cohesion**

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

Not Applicable

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Economy, Transport & Environment  Passenger Transport		Name: Joseph Whelan  Job Title: Head of Passenger Transport
Service / Document / Function being assessed		Contact Details: 01223 715585 Joseph.Whelan@cambridgeshire.gov.uk
Introduce charges for parking at Guided Busway sites.		
<b>Business Plan Proposal Number (if relevant)</b>	B/R.7.110	
Aims and Objectives of Service / Document / Function		
<p>The Passenger Transport service aims to provide passenger transport services to a wide range of clients across the county. This includes home to school services for school children and children with special needs and subsidised bus services where commercially viable services can't be provided but are needed.</p> <p>The proposals are intended to deliver on budget savings required within the service through the generation of income from all users of Cambridgeshire Guided Busway Park and Ride Sites at St. Ives and Longstanton by changing from free parking to charging a graduated fee.</p> <p>The current Business Plan relies on income being raised from the introduction of parking charges at St Ives and Longstanton Park and Ride sites from the beginning of April 2015. The level of income is noted in the Business Plan at £120,000 per annum. This is assumed to be net of the 20% VAT that the County Council will have to pay on income raised.</p> <p>For the financial year 2014/15, the cost of operating the CGB is approximately £508,000. This covers staffing costs for the Park and Ride sites plus utilities and business rates for the permanent building at Longstanton. All of this cost is recovered from the two bus operators (Stagecoach and Whippet) who operate the CGB bus services. The operators pay a combination of an access charge to use the guided section and also a per km charge for the journeys made along the Busway.</p> <p>Although the operation of the CGB is revenue neutral to the County Council, given the pressing budgetary position, the introduction of parking charges at these two sites will raise important new revenue.</p>		
What is changing?		
<p>Parking at the Guided Busway sites is currently free. The proposal is that any vehicle parked for over 1 hour will become liable for graduated charges. The basic charge for one vehicle is £1 for a period of between 1 and 18 hours. Discounts will be available for advance purchasing of tickets on-line or via a mobile phone.</p> <p>The system will be policed using a number plate recognition system or using physical barriers. An ANPR (Automatic Number Plate Recognition) system allows a 'White List' to be produced removing staff car registrations from the charge list enabling them to park for free on days when the unit is operating.</p>		
Who is involved in this impact assessment?		
<p>e.g. Council officers, partners, service users and community representatives.</p> <p>Bob Menzies - Service Director: Strategy &amp; Development Joseph Whelan - Head of Passenger Transport Campbell Ross-Bain - Bus Operations &amp; Facilities Manager Bess Sayers - Public Transport Business Manager</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			✓
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
Not Applicable
Negative Impact
<p>The charges will affect all users (Cambridge Personas), but how these combine to make up the total users cannot be assessed. There is a possible impact on deprivation; however, there is insufficient data to predict this. As with the implementation at non-Guided Busway sites, it is not possible to introduce a system of means testing to ascertain whether site users can afford to pay. Such a system would be expensive and outweigh the income generated by the charge of particular groups of people.</p> <p>It is however possible that particular age groups may be disproportionately affected by the introduction of the charge. Concessionary pass-holders currently park and ride the bus for free at both St Ives and Longstanton. It is possible that the introduction of the parking charge may tip the balance towards journeys not being made or made less frequently because the cost of parking has to be met.</p> <p>Similarly, if journeys are unaffordable because of the new charge then they may not be made or made less frequently leading to a negative impact of residents becoming isolated.</p> <p>There are not yet sufficient data numbers following the introduction of the parking charges at the 5 Cambridge Park and Ride sites to establish the overall initial impact of the introduction of the parking charge. From the period since 22 July 2014, when the parking charge was introduced, there are reductions in keeping with the projection made at the time (4.7% reduction in passenger numbers during the first year). However, for the remainder of this period the reduction in passenger numbers is higher than expected. Weather can have a major impact on passenger numbers particularly amongst concessionary pass holders. Further analysis of the impact is being undertaken once the concessionary passholder passenger numbers are available.</p>

**Neutral Impact**

As the charge is per vehicle, there is no discrimination, positive or negative, towards any of the groups specified.

The service is non-statutory run in conjunction with a commercial bus service. Existing passengers and potential new passengers have the freedom of choice to use the facilities provided at the cost stated or use alternatives such as direct bus services, city/ on-street parking or rail travel. All vehicles will have 1 hour of free parking to enable a change of decision without payment.

**Issues or Opportunities that may need to be addressed**

Parking charges have already been introduced at non-guided Busway sites and there is learning from this that can be carried into the next phase. The first implementation has been subject to constant review in light of customer feedback. Adjustments have been made as required to ensure that the system is as user friendly as possible. The Passenger Transport's Customer Relations Officer, acting as a 'critical friend', carried out an audit of the sites on the 23 September 2014. The visibility of signage and usability of the system was reviewed from the passenger's point of view. A report is now being drafted in conjunction with Park & Ride staff to identify what has gone well and where there are gaps and to propose improvements as required. This report will be used to inform the Guided Busway implementation, as will the post-project lessons learned review.

## Community Cohesion

If it is relevant to your area you should also consider the impact on community cohesion. Not Applicable

**HIGHWAYS AND COMMUNITY INFRASTRUCTURE  
COMMITTEE**

**COMMUNITY IMPACT ASSESSMENTS**

<b><u>Reference</u></b>	<b><u>Title</u></b>	<b><u>Page</u></b>
B/R.6.127	Reduce energy costs of streetlights	2
B/R.6.129	Review waste management and recycling	5
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## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Economy, Transport & Environment  Assets and Commissioning		Name: Tom Blackburne-Maze  Job Title: Head of Assets and Commissioning
Service / Document / Function being assessed		Contact Details: 01223 699772 <a href="mailto:Tom.Blackburne-maze@cambridgeshire.gov.uk">Tom.Blackburne-maze@cambridgeshire.gov.uk</a>
Reduce energy costs of streetlights.		
Business Plan Proposal Number (if relevant)	B/R.6.127	
Aims and Objectives of Service / Document / Function		
<p>The Streetlighting PFI Contract will provide the communities of Cambridgeshire with a streetlighting service that will:</p> <ul style="list-style-type: none"> <li>• Reduce energy consumption by approximately 46%.</li> <li>• Introduce more efficient white lights in residential areas which have better colour rendering ability.</li> <li>• Provide conversion of every illuminated bollard to solar powered or highly reflective.</li> <li>• Provide a central management system that will allow lighting to be remotely monitored and adjusted.</li> <li>• Provide improved performance and response times to faults and emergencies</li> <li>• Provide reduced hours of illumination and dimming of lights when traffic and pedestrian flows are low.</li> <li>• Provide conversion of illuminated signs to LED.</li> </ul> <p>This Community Impact Assessment covers the impact of further efficiencies in the existing street lighting contract.</p>		
What is changing?		
<p>The Business Plan has identified the need to deliver an additional £230,000 of energy savings in 2015/16. This can only be delivered by:</p> <ul style="list-style-type: none"> <li>• Switching off all streetlights in residential roads on the Central Management System between midnight and 6am.</li> </ul> <p>and</p> <ul style="list-style-type: none"> <li>• Dimming all streetlights in residential roads on the Central Management System to maximum level (up to 70%) between switch-on and switch-off.</li> </ul>		
Who is involved in this impact assessment?		
<p>e.g. Council officers, partners, service users and community representatives.</p> <p>Tom Blackburne-Maze - Head of Assets and Commissioning John Onslow - Service Director: Infrastructure Management &amp; Operations</p> <p>Officers from Assets and Commissioning Service Officers from Local Infrastructure and Street Management Service Staff from our service providers Balfour Beatty</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			✓
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.

<b>Positive Impact</b>
The changes are not expected to have any positive impacts on the protected characteristics.
<b>Negative Impact</b>
<p>Whilst the provision of streetlighting is not a statutory requirement, where streetlighting has been provided many of our communities view any change to the existing service as being negative. This has already been recently experienced strongly during the existing PFI Core Investment period which has permanently removed 10% of the County Council's existing streetlights. This has been received most negatively by communities where age, disability, rural isolation or deprivation is prevalent and it is likely that these protected characteristics will perceive an even greater negative impact to the service changes proposed.</p> <p><b>Age and Disability</b></p> <p>The potential service changes are most likely to affect those communities with the protected characteristics of age and disability where streetlighting is seen as an essential service. Further switching off or dimming is likely to be seen as adversely affecting their personal health and safety, although there is no evidence to support these fears from other Authorities who have had to implement similar savings.</p> <p><b>Rural Isolation and Deprivation</b></p> <p>Whilst the safety of our highway network will remain our highest priority, the largest proportion of our highway network is classified as rural where the standards of streetlighting are already the lowest. The potential changes to the level of service provided in these rural locations has the potential to impact on a large number of people, leaving them feeling more isolated, including the more vulnerable who rely on streetlighting to make them feel safe at night-time. There is however, no evidence to support these fears from other Authorities who have had to implement similar savings.</p> <p><b>Sex</b></p> <p>There is the potential for the service changes to have a greater impact on women than men although there is no direct evidence of this. There is the potential for some women to feel threatened by darkness and more concerned about their personal security and safety and this could lead to isolation.</p>

### Neutral Impact

The changes are not expected to have any neutral impact on the protected characteristics.

### Issues or Opportunities that may need to be addressed

Any changes to service levels will be applied consistently across the County. Certain locations meeting the exception criteria will continue to be lit through the night, for example:

- Sites where there are a large number of conflicting traffic movements (e.g. roundabouts) which are on significant routes (generally those lit by columns greater than 6m high).
- Sites where street lights are installed as a result of accident remedial measures.
- Town Centre areas where there is one or more of the following features: publicly maintained CCTV, areas of high crime risk confirmed by the Police, high proportion of high security premises such as banks, jewellers, high concentration of people at night such as transport interchanges and nightclubs.
- Main approaches to town centre areas where there is a mix of development between residential and commercial/industrial (e.g. not exclusively residential).
- Sites where the police can demonstrate that there is likely to be an increase in crime if the lights are switched off during part of the night.
- Remote footpaths and alleys linking residential streets.
- Where there is a statutory requirement to provide lighting.

Early communication of any changes to service levels will be required and this communication will require to be sustained to ensure that expectations are managed.

### Community Cohesion

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

As these changes affect residential roads, they could have an impact upon community cohesion where residents feel unsafe to leave their homes during hours of darkness whilst the heaviest used traffic routes continue to be lit to the highest standards.

**COMMUNITY IMPACT ASSESSMENT**

Directorate / Service Area		Officer undertaking the assessment
Economy, Transport & Environment		Name: Tom Blackburne-Maze
Assets and Commissioning		Job Title: Head of Assets and Commissioning
Service / Document / Function being assessed		Contact Details: 01223 699772 <a href="mailto:Tom.Blackburne-maze@cambridgeshire.gov.uk">Tom.Blackburne-maze@cambridgeshire.gov.uk</a>
Review waste management and recycling.		
Business Plan Proposal Number (if relevant)	B/R.6.129	
Aims and Objectives of Service / Document / Function		
<ul style="list-style-type: none"><li>• To consider options that will deliver a more efficient service whilst achieving necessary Business Plan savings.</li><li>• Work with Members and key partners to consider their views and needs in the development of options in the delivery of the service.</li><li>• To review the efficiency and effectiveness of existing household recycling centres (HRCs) within Cambridgeshire.</li><li>• To look at new income options.</li><li>• Consider alternative ways of delivering the service.</li></ul>		
What is changing?		
<p>The options being considered will seek to provide annual savings from April 2015 as identified within the Business Plan (ref B/R.6.129). The precise changes will depend on the options approved by Members. However, the potential changes likely to be considered are as follows:</p> <ul style="list-style-type: none"><li>• A Review of the Waste PFI Contract.</li><li>• A re-design of the household waste recycling service to take into account the best value to the ‘public purse’ with Business Plan savings of £100,000 in 2015/16.</li><li>• Potential to accept trade wastes at household recycling centres (HRCs) for a charge.</li><li>• Introduction of a permit to minimise trade misuse.</li><li>• Initiatives to maximise re-use.</li><li>• Service management by third sector businesses.</li><li>• Changes to operating regimes e.g. opening hours.</li><li>• Potential permanent closure of up to 3 HRCs.</li><li>• Potential to change HRCs to community facilities at a charge to residents.</li><li>• Changes to HRCs to upgrade experience e.g. split-level facilities, which could result in fewer facilities across the County.</li></ul>		

**Who is involved in this impact assessment?**

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

**Project Team**

Officers from Assets and Commissioning together with our service provider Amey Cespa.

**Programme Board**

Consisting of Officers from Infrastructure Management and Operation directorate, LGSS, Defra and our service provider Amey Cespa.

**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**

Although no specific impacts have been identified as 'positive' at this stage there are certain options such as split level facilities that would change the assessed 'neutral' impact to a more positive result. However, until the options have been finalised the current case scenarios have been used in relation to this assessment.

**Negative Impact**
**Rural Isolation and Deprivation**

The potential closure of household recycling centres in more rural locations has the potential to impact on a large number of people, including the more vulnerable that do not have the ability or opportunity to travel to access services. Any charging mechanisms for such services could also have an impact on the more deprived areas of Cambridgeshire.

The closure of household recycling centre sites could also impact on communities that would have further to travel to reach a household recycling centre, resulting in those communities incurring more transport costs.

### Neutral Impact

The protected characteristics shown in neutral are not, in themselves, determining factors about whether an individual needs to use the County Council's Waste Management service. Therefore any changes to the service are expected to have a neutral impact on the following characteristics:

Age, disability, gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; and sexual orientation.

### Issues or Opportunities that may need to be addressed

#### Issues

The following are issues that may need to be addressed:

- How any potential service redesign will impact on the Cambridgeshire communities, working in partnership with City and District Councils.
- The impacts any changes will have on the RECAP (Recycling for Cambridgeshire and Peterborough) partners, including potential risks such as fly-tipping.
- Potential reputational risks to the County Council.
- How to take account of social deprivation when reviewing the service as one size is unlikely to fit all.

#### Opportunities

The following are opportunities that may arise:

- Upgrades to existing household recycling centre service to make it easier for the elderly and less able within the community to use the facilities e.g. split-level sites that do not require the need to climb up steps outside.
- Key stakeholder and member involvement to help shape the options for the future household recycling service.
- Alternative forms of access and/ or collection.
- To provide an efficient and effective service taking into account the best value to the 'public purse'.

### Community Cohesion

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

Not considered relevant in relation to the options associated with the delivery of the household recycling service.

**COMMUNITY IMPACT ASSESSMENT**

Directorate / Service Area		Officer undertaking the assessment
Economy, Transport & Environment  Local Infrastructure and Street Management (LISM)		Name: Nicola Debnam  Job Title: Head of Local Infrastructure and Street Management
Service / Document / Function being assessed		Contact Details: 01223 706318 Nicola.Debnam@cambridgeshire.gov.uk
Reduce winter maintenance service		
Business Plan Proposal Number (if relevant)	B/R.6.132	
Aims and Objectives of Service / Document / Function		
<p>The Local Infrastructure and Street Management (LISM) service manages, maintains and improves the county's highway network. This includes:</p> <ul style="list-style-type: none"> <li>• Maintaining and improving the road network, bridges, traffic signals and rights of way.</li> <li>• Managing the impact of new developments on the network and providing advice to planning authorities.</li> <li>• Working with partners to reduce deaths and injuries on our roads.</li> <li>• Keeping Cambridgeshire moving through the efficient operation of the network.</li> </ul> <p>This Community Impact Assessment covers the impact of a reduction in the winter maintenance service.</p>		
What is changing?		
<p>The way in which we provide our winter maintenance service.</p> <p>This reduction in the level of service will be focussed on three key areas - route optimisation, an increase in the number of weather domains from one to three and leasing the gritting fleet.</p> <p>Whilst these proposals are still being developed and tested it is anticipated that taking forward these efficiencies can produce significant savings.</p> <p>In addition to these efficiency savings we are proposing to reduce the current network coverage (44% of the network) to 32% of the network.</p> <p>This will mean many smaller villages would no longer have a gritted route and some routes that residents regard as important would not be treated.</p>		
Who is involved in this impact assessment?		
e.g. Council officers, partners, service users and community representatives.		
<p>Undertaking the assessment:</p> <p>Head of Local Infrastructure and Streets management Network Manager Traffic Manager Road Safety Manager Operations Manager – Skanska</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			✓
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

The changes are not expected to have any impact on the protected characteristics.

### Negative Impact

The changes are expected to have a negative impact on the protected characteristics of age, disability, rural isolation and deprivation.

Age – Children are often reliant on school transport to access school and the elderly are often reliant on community transport to access services. If unclassified or classified roads are untreated, this will have a negative impact.

Disability – Many people with disabilities are reliant on car travel/ community transport to access services. If unclassified or classified roads are untreated this will have a negative impact.

Rural isolation – Many people living in rural areas are more likely to have to travel on unclassified or classified roads to access a more strategic route. If these routes are untreated this will have a negative impact.

Deprivation – Many people will be wholly reliant on public transport to access services. If unclassified or classified roads are untreated this will have a negative impact.

### Neutral Impact

The changes are not expected to have any impact on the protected characteristics.

### Issues or Opportunities that may need to be addressed

- The reduction in service will be applied consistently across the County.
- Early engagement with communities in making choices in regard to any reduction of routes will be required.
- The level of “information” issued during the winter period will need to be reviewed to ensure that communities are well informed. More efficient and effective use of our Integrated Highways Management Centre will assist with this.
- Communication to ensure everyone understands any reduction in the level of service.
- Working with our partners/ winter volunteer programme to mitigate as far as is reasonable/ practicable.

The CIA will require to be updated as the proposals are developed and tested.

### **Community Cohesion**

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

The changes are not expected to have any impact on community cohesion.

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Economy, Transport & Environment  Local Infrastructure and Street Management (LISM)		Name: Nicola Debnam  Job Title: Head of Local Infrastructure and Street Management
Service / Document / Function being assessed		Contact Details: 01223 706318 Nicola.Debnam@cambridgeshire.gov.uk
Reduce grass cutting of highways verges.		
<b>Business Plan Proposal Number (if relevant)</b>	B/R.6.134	
Aims and Objectives of Service / Document / Function		
<p>The Local Infrastructure and Street Management (LISM) manage, maintain and improve the county's highway network. This includes:</p> <ul style="list-style-type: none"> <li>Maintaining and improving the road network, bridges, traffic signals and rights of way.</li> <li>Managing the impact of new developments on the network and providing advice to planning authorities.</li> <li>Working with partners to reduce deaths and injuries on our roads.</li> <li>Keeping Cambridgeshire moving through the efficient operation of the network.</li> </ul> <p>This Community Impact Assessment covers the impact of a reduction of grass cutting of highway verges.</p>		
What is changing?		
<p>The number of times we cut our highway verges from three per annum to two.</p> <p>The reduction will begin in April 2015.</p> <p>Visibility areas and a single swathe will be cut twice a year. In between these cuts, if visibility areas are causing a safety concern they may require "reactive" cutting. This will be managed, but is likely to place a burden on frontline maintenance budgets.</p> <p>The amount spent on any reactive work will be monitored and the policy kept under review.</p>		
Who is involved in this impact assessment?		
e.g. Council officers, partners, service users and community representatives.		
Undertaking the assessment:  Head of Local Infrastructure and Streets management Asset Manager Road Safety Manager Network Manager Operations Manager – Skanska		

### 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.

<b>Positive Impact</b>
The changes are not expected to have any impact on the protected characteristics.
<b>Negative Impact</b>
The changes are not expected to have any impact on the protected characteristics.
<b>Neutral Impact</b>
The changes are not expected to have any impact on the protected characteristics.
<b>Issues or Opportunities that may need to be addressed</b>
<ul style="list-style-type: none"> <li>The reduction in service will be applied consistently across the County.</li> <li>Communication to ensure everyone understands any reduction in the level of service – in particular parish councils who currently undertake some grass cutting within their villages.</li> </ul>

## Community Cohesion

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

The changes are not expected to have any impact on community cohesion.

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Economy, Transport & Environment  Local Infrastructure and Street Management (LISM)		Name: Nicola Debnam  Job Title: Head of Local Infrastructure and Street Management
Service / Document / Function being assessed		Contact Details: 01223 706318 Nicola.Debnam@cambridgeshire.gov.uk
Review Rights of Way (ROW) provision		
<b>Business Plan Proposal Number (if relevant)</b>	B/R.6.135	
Aims and Objectives of Service / Document / Function		
<p>The Local Infrastructure and Street Management (LISM) service manage, maintain and improve the county's highway network. This includes:</p> <ul style="list-style-type: none"> <li>Maintaining and improving the road network, bridges, traffic signals and rights of way.</li> <li>Managing the impact of new developments on the network and providing advice to planning authorities.</li> <li>Working with partners to reduce deaths and injuries on our roads.</li> <li>Keeping Cambridgeshire moving through the efficient operation of the network.</li> </ul> <p>This Community Impact Assessment covers the impact of reviewing the Rights of Way (ROW) service.</p>		
What is changing?		
<p>The Rights of Way service underwent a review as part of the recent ETE re-structure (2012/13) which resulted in a reduction of three posts. As a result, there has been a slight reduction in the level of service the team provides, e.g. less promotional work and the team now take longer to deal with requests.</p> <p>Business Plan savings for this area are for further reductions of £50k in 15/16 and £20k in 16/17. To achieve this we are seeking to integrate further the Rights of Way team with the existing highway service. To this end, we have already co-located the two teams in the various highways depots to act as "one" highway service. The savings for 15/16 and 16/17 are anticipated through a further reduction in the level of service we provide in this area, e.g. less sign posts/ path maintenance. It may also be necessary to further reduce the staff numbers in this team. This will be mitigated through greater integration/ support from the existing highway teams.</p>		
Who is involved in this impact assessment?		
e.g. Council officers, partners, service users and community representatives.		
Head of Local Infrastructure and Streets Management Highways Manager Partners, stakeholders, service users and service providers		

### 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.

<b>Positive Impact</b>
The changes are not expected to have any impact on the protected characteristics.
<b>Negative Impact</b>
If the level of service is reduced as a result of these changes, there could be a potential negative impact on the protected characteristics of age and rural isolation.
Age - It could be more difficult for old people to make use of rights of way. This could impact on their health and wellbeing. Rural isolation - It could be more difficult for people in rural locations to access facilities, services and maintain contacts within the community using rights of way.
<b>Neutral Impact</b>
The changes are not expected to have any impact on the protected characteristics.
<b>Issues or Opportunities that may need to be addressed</b>
<ul style="list-style-type: none"> <li>The changes to service levels will be applied consistently across the County.</li> <li>These changes will result in a reduction in the level of service in this area.</li> <li>Early communication of the changes will be required and this communication will require to be sustained to ensure that expectations are managed – particularly with Parish Councils.</li> <li>Should it be necessary to reduce posts a separate CIA will be prepared. County Council HR policies and procedures will be followed to mitigate the impact on any staff affected.</li> </ul>

## Community Cohesion

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

The changes are not expected to have any impact on community cohesion.

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Economy, Transport & Environment  Supporting Businesses and Communities		Name: Nikki Pasek  Job Title: Head of Supporting Businesses and Communities  Contact Details: 01954 284675 Nikki.Pasek@cambridgeshire.gov.uk
Service / Document / Function being assessed		
Review communications and policy work		
<b>Business Plan Proposal Number (if relevant)</b>	B/R.6.139	
Aims and Objectives of Service / Document / Function		
<p>The Supporting Businesses and Communities Service (SBC) plays a key role in bringing together various service elements that directly address the needs of our diverse communities. As many elements of our work often target the same outcomes, we provide multi skilled teams that can be deployed across a range of activities enabling us to better engage with our communities, shape growth and deliver efficiencies.</p> <p>The service is established around two key functions:</p> <p><b>Supporting Businesses</b> Our service works to support businesses to grow and prosper by providing advice and information to help businesses understand and apply legislation relevant. Work is also undertaken to ensure that those businesses identified as 'high risk' are compliant to ensure public safety.</p> <p><b>Supporting communities</b> Our service protects our local environment by working in partnership to minimise the impact of waste disposal, helps to keep vulnerable residents safe and independent by prosecuting rogue traders, and raises awareness around rogues and scams to protect residents from criminal trading practices. The service also supports people to make healthy, informed and enriched lifestyle choices by tackling underage smoking and drinking, and encouraging participation in cultural activities and events.</p>		
What is changing?		
<p>The service has reviewed the way in which it provides communication and policy work. This work will have a more reactive focus in future and the team will work more closely with the CCC Communications team on preventative work including raising awareness around rogues and scams. These savings are made from our core budgets and have minimal impact on our front line delivery of services.</p>		
Who is involved in this impact assessment?		
<p>e.g. Council officers, partners, service users and community representatives.</p> <p>Nikki Pasek - Head of Supporting Businesses and Communities Aileen Andrews – Operations Manager Elaine Matthews – Operations Manager</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		✓	
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.

<b>Positive Impact</b>
The changes are not expected to have any impact on the protected characteristics.
<b>Negative Impact</b>
The changes are not expected to have any impact on the protected characteristics.
<b>Neutral Impact</b>
Having fully considered the characteristics as detailed above, the service is confident that the implementation of the proposed changes will have neither a positive or negative impact on any of the characteristics.
<b>Issues or Opportunities that may need to be addressed</b>
The service will need to monitor any unidentified issues resulting from the budget reduction to ensure that effective action is taken to prevent any reduction in service levels.

## Community Cohesion

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

The changes are not expected to have any impact on community cohesion.

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Economy, Transport & Environment  Supporting Businesses and Communities		Name: Nikki Pasek  Job Title: Head of Supporting Businesses and Communities  Contact Details: 01954 284675 <a href="mailto:Nikki.Pasek@cambridgeshire.gov.uk">Nikki.Pasek@cambridgeshire.gov.uk</a>
Service / Document / Function being assessed		
Reduce community grants		
<b>Business Plan Proposal Number (if relevant)</b>	B/R.6.143	
Aims and Objectives of Service / Document / Function		
<p>The Supporting Businesses and Communities service (SBC) plays a key role in bringing together various service elements that directly address the needs of our diverse communities. As many elements of our work often target the same outcomes, we provide multi-skilled teams that can be deployed across a range of activities enabling us to better engage with our communities, shape growth and deliver efficiencies.</p> <p>The service is established around two key functions:</p> <p><b>Supporting Businesses</b></p> <p>Our service works to support businesses to grow and prosper by providing advice and information to help businesses understand and apply legislation relevant. Work is also undertaken to ensure that those businesses identified as 'high risk' are compliant to ensure public safety.</p> <p><b>Supporting communities</b></p> <p>Our service protects our local environment by working in partnership to minimise the impact of waste disposal, helps to keep vulnerable residents safe and independent by prosecuting rogue traders, and raises awareness around rogues and scams to protect residents from criminal trading practices. The service also supports people to make healthy, informed and enriched lifestyle choices by tackling underage smoking and drinking, and encouraging participation in cultural activities and events.</p> <p>This Community Impact Assessment covers the impact of reducing the legal advice provider grants budget.</p>		
What is changing?		
<p>The County Council established a number of legal advice provider grants for community organisations a number of years ago. The management of the provision of these grants moved to the Trading Standards service and then to the Supporting Businesses and Communities service during the last directorate restructure.</p> <p>Grants are currently provided to 5 community organisations:</p> <ul style="list-style-type: none"> <li>- Cambridge Family Mediation Service</li> <li>- Cambridgeshire Human Rights and Equality Support Service (CHESS)</li> <li>- Disability Huntingdonshire</li> <li>- Citizens Advice Bureau (Cambridge and Rural)</li> <li>- Victim Support Cambridgeshire</li> </ul> <p>The current proposals will see these grants reduce by approximately 30% in 2015/2016 with similar phased reductions in 2016/2017 and 2017/2018.</p>		

**Who is involved in this impact assessment?**

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

Nikki Pasek - Head of Supporting Businesses and Communities

Aileen Andrews – Operations Manager

Elaine Matthews – Operations 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			✓
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**

The changes are not expected to have any positive impact on the protected characteristics.

**Negative Impact**

The reduction in grants proposed for 2015/16 is expected to have an increasing impact on all service users, which will include those with protected characteristics. The organisations that currently receive funding all provide legal advice to a wide range of groups and are particularly focused on helping to support and advise those in need, including people with protected characteristics. There is a likelihood that some of these organisations will reduce their service levels and this would impact on the availability of legal advice and support to those that may have protected characteristics as detailed above. Whilst the initial reductions will be modest and could be accommodated to a significant extent by the organisations, further reductions planned for future years are likely to have a more significant impact. However, the phasing of reductions will give the opportunity for the service to work with the organisations to adjust and plan for reduced funding.

**Neutral Impact**

The changes are not expected to have any neutral impact on the protected characteristics, however, these proposals will only affect anyone wishing to seek legal advice from these providers. If a person with a protected characteristic does not wish to seek legal advice from any of these organisations, then the impact on this particular person will be neutral.

Issues or Opportunities that may need to be addressed
There is the opportunity to work with these organisations to see whether they can access other funding and support, however, following previous reductions in 2012 and 2013, many organisations felt that the opportunity to access alternative funding was limited.

### Community Cohesion

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

If the changes proposed result in the closure of any organisation, this may have an impact on community cohesion, given that the organisations affected are legal advice provider services that give people support and advice on problems or issues that may directly affect them or their local community.

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Economy, Transport & Environment  Community and Cultural Services		Name: Christine May  Job Title: Head of Community and Cultural Services
Service / Document / Function being assessed		Contact details: 01223 703521 Christine.May@cambridgeshire.gov.uk
Redefine Library Service provision and structure		
Business Plan Proposal Number (if relevant)	B/R.6.148	
Aims and Objectives of Service / Document / Function		
<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'.</p> <p>The Library Service is a statutory service that is required to provide a 'comprehensive and efficient' service to all who wish to make use of it (all who live, work and study in the county) and must provide free books, information and membership. It is required to keep adequate stocks of books, information, pictures, music, films etc. and to encourage adults and children to make full use of the service.</p> <p>The statutory service is delivered through 32 libraries (25 single staffed community libraries and 7 larger hub libraries), 4 mobile vehicles and through the volunteer-run Library at Home service, as well as through digital and online channels including online catalogue and transactions, mobile app, and lending of e formats (books, audio, newspapers, magazines and online reference materials). Cambridge Central Library is the fourth busiest library in the country. The Library Service issues around 3M items; serves 2.5M visitors and delivers around 3000 community activities annually. In addition there are 10 voluntary run Library Access Points which provide valuable additional access to library services in their communities.</p>		
What is changing?		
<p>The key priority for the service is to undertake a comprehensive review in order to define a new strategy for the future delivery of the service which meets statutory requirements and community needs whilst making significant savings and generating more income (totalling £1,835,000 over the next 3 financial years).</p> <p>2015/16 savings will focus on:</p> <ol style="list-style-type: none"> <li>1. Reducing the cost of larger libraries by reviewing the current 'hub and cluster' model of library service delivery, in order to reduce costs at the larger libraries. (Savings are already being made through careful management of vacancies in order to mitigate the number of compulsory staff redundancies, which are expected to be few).</li> <li>2. A more targeted approach to mobile service delivery, shifting away from mobile delivery where other options can be found.</li> <li>3. Reducing the stock fund through careful planning and management.</li> </ol>		

4. Generating new income from the introduction of business support services in libraries.
5. Making efficiencies in professional and support services.

The overall vision for the transformation of library services in Cambridgeshire is to place much greater control in the hands of local people to commission and deliver the services they want, to meet their needs, and to work in partnership with other services and agencies in order to maximise the use of resources.

The review will focus on redesigning the service through co-delivery with other Council services, the private sector and with communities. Council run library services will be targeted to areas of greatest need, whilst looking to build the capacity of local communities to take a greater role in running library services.

#### Who is involved in this impact assessment?

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

John Onslow - Service Director: Infrastructure, Management & Operations

Christine May - Head of Community and Cultural Services

Jill Terrell - Support Services Manager

Lynda Martin - Library Operations and Development Manager

Helen Hollebon - Community Hubs Programme 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			✓
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

A high proportion of mobile library service users also use static libraries ( where there is more choice, much longer opening hours and access to other services), which they will continue to be able to do. Small collections permanently available in residential homes may prove more beneficial than a short monthly mobile service. An individual service provided by Library at Home volunteers may, in some cases, prove more regular and beneficial than current monthly mobile library visits. Using community transport to bring people to a static library, rather than taking a mobile library out to them, could offer

more choice and a broader offer, as well as access to other services.

Business support services in libraries will promote small businesses and economic growth, whilst bringing a valuable new income stream, helping to sustain services.

#### **Negative Impact**

There is a risk of negative impact from the proposal to reduce the mobile library service on those who only access the mobile service and live in rurally isolated communities, and on those who suffer deprivation and cannot access good, regular public transport or afford other means of travel to services in nearby villages or towns. These groups include older people, parents with young children, those with disabilities, and the rurally isolated. Inability to access mobile library services risks further isolation, lack of reading material to encourage literacy and reading for pleasure by children and to keep older people mentally active. It is planned to mitigate these negative impacts by investigating alternative options for continuing to serve those who are most isolated, disadvantaged and unable to access library services in other ways.

There will be a negative impact on a small number of staff who will be made redundant and may experience financial hardship, as well as on remaining staff who will have an increased workload. The number of compulsory redundancies has been significantly reduced by careful management of vacancies.

#### **Neutral Impact**

It is not expected that there will be any particular or unfair impacts on service users or staff with the protected characteristics identified, other than the issues raised above.

#### **Issues or Opportunities that may need to be addressed**

Meeting the Council's Equality Duty in providing a statutory 'comprehensive' service that meets the needs of all who wish to use it is the key challenge facing the Council when making changes and reductions to the Library Service. There is a risk of legal challenge and user campaigns. This could result in time delays, legal bills, stress on staff involved, intense media interest and reputational damage to the Council.

Appropriate and genuinely open public consultation is essential in order to mitigate the risk of legal challenge. Recent cases demonstrate that the Council will be found to have failed in its duty if it does not engage in meaningful consultation that can change outcomes and plans in advance of these being implemented.

### **Community Cohesion**

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

Libraries are often one of the last places/ services remaining in communities where everyone is welcome, free of charge, with universal entitlement. They are neutral, trusted, non-commercial places used by the most diverse range of people, and as such provide ideal opportunities for people to come together and meet, interact and connect. The Community Hubs agenda is seeking to make these spaces more flexible to enable more meeting spaces available for longer hours, and opening these up for a wide range of local community groups to use in a variety of ways from exercise classes to cultural events and meetings.

Working with communities to help them deliver their own services offers the potential for them to increase usage and manage locally to meet their own needs as they see best. However, it will be important to ensure that communities retain the principles of non-judgemental entitlement to services.

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Economy, Transport & Environment  Community and Cultural Services		Name: Christine May  Job Title: Head of Community and Cultural Services
Service / Document / Function being assessed		Contact Details: 01223 703521. <a href="mailto:Christine.May@cambridgeshire.gov.uk">Christine.May@cambridgeshire.gov.uk</a>
Coroners service efficiencies		
<b>Business Plan Proposal Number (if relevant)</b>	B/R.6.152	
Aims and Objectives of Service / Document / Function		
<p>Coroners investigate sudden or unexplained deaths (around half of all deaths), to identify the deceased and establish how, where and when a death occurred. This may involve arranging for post mortems and holding an inquest. The service also has a major role in the County's Temporary Mortuary and Mass Fatalities Plans. The Coroners Service is currently provided by two part time Senior Coroners for Cambridgeshire, who are independent judicial officers, supported by a team of Coroners Officers and a Service Administrator, based at Lawrence Court in Huntingdon.</p>		
What is changing?		
<p>Both incumbent Coroners have advised that they will retire in April 2015.</p> <p>There are presently 99 Coroner Areas in England and Wales (with 96 Senior Coroners). It is the view of the Chief Coroner, following up on the recommendations of the <i>Luce Review</i> in 2003, that the number of Coroner Areas should be reduced in order to create sensibly sized coroner areas, taking into account the numbers of reported deaths, geographical size and types of coroner work in the area. In many cases, 3,000-5,000 reported deaths would be an appropriate number, although smaller or larger areas may in places be appropriate. There are many part-time coroner jurisdictions which are too small for effective management and cost-efficiency.</p> <p>In September 2013, the Resources and Performance Overview and Scrutiny Committee (Cambridgeshire County Council) commissioned a review into the Coroner Service, specifically to look at 'the feasibility of a contingency for a single jurisdiction in terms of coroner areas, and also looking at transparency and accountability, Service Level Agreements and further changes that could be made'.</p> <p>Recommendation 2.2 of the review advised that the Council should make the necessary preparations to:</p> <p>a) Merge the two Cambridgeshire jurisdictions, subject to the advice of the Chief Coroner on how to effect this.</p> <p>b) Appoint a full time Senior Coroner in relation to the new jurisdiction from 1 April 2015 or in time for the retirement of the current part-time Coroners, if that date is earlier or later.</p> <p>Moving to a single Cambridgeshire jurisdiction would be in line with new guidance from the Chief Coroner issued 1 May 2014, which also makes it easier to merge with Peterborough should this be considered a feasible option.</p> <p>CCC has started negotiations with Peterborough City Council to look at the possibility of a merger. The Chief Coroner has been written to and a response is anticipated.</p> <p>Both Cambridgeshire County Council and Peterborough City Council recognise the need for change to their respective coroner services to improve the efficiency of service delivery and drive down costs</p>		

without compromising on the quality of the service delivered. Under the framework set out in the Coroners and Justice Act 2009, the Councils, in consultation with the Senior Coroners in the area, have entered discussions to consider a merger of the Cambridgeshire coroner areas with Peterborough into a single, larger coroner area.

The authorities consider that this drive to optimise services would result in benefits including:

- Cost savings for mortuary services.
- A reduction in organisational complexity with, for example, one hub for service delivery and a greater degree of staff resilience across the new coroner area.
- Greater cost transparency particularly around expenses and allowances which are currently paid.
- A direct link between demand and resources. For example, there would be better use of the funeral director premises for body storage, cutting costs paid to Hospitals.
- Increased opportunity for process efficiencies.
- Better support for Coroner's Officers.
- Consistency of support arrangements across a wider coroner area.

#### Who is involved in this impact assessment?

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

Christine May – Head of Community & Cultural Services

Rachel Middleton – Coroners Service 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		✓	
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

Merge of the two Cambridgeshire jurisdictions will provide much needed modernisation of the service. One single full time Coroner Area will have the means to more effectively meet the needs of the bereaved whilst also creating savings.

<b>Negative Impact</b>
<p>The merger will inevitably cause great concern to staff impacted and could result in some redundancies and different terms of employment if staff at Peterborough are involved in the process.</p> <p>It is not expected that any of the protected characteristics listed above will be unduly impacted.</p>
<b>Neutral Impact</b>
<p>The changes are not expected to impact on any of the protected characteristics listed above. Throughout the process the Council's HR policies and procedures will be followed to ensure it is a fair and transparent process. Guidance from the Chief Coroner and also from the Ministry of Justice is also being sought at every stage.</p> <p>It is not expected that any of the protected characteristics listed above will be unduly impacted.</p>
<b>Issues or Opportunities that may need to be addressed</b>

### Community Cohesion

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

Not applicable.

## COMMUNITY IMPACT ASSESSMENT

<b>Directorate / Service Area</b>		<b>Officer undertaking the assessment</b>
Economy, Transport & Environment  Local Infrastructure and Street Management (LISM)		Name: Nicola Debnam  Job Title: Head of Local Infrastructure and Street Management
<b>Service / Document / Function being assessed</b>		Contact Details: 01223 706318 Nicola.Debnam@cambridgeshire.gov.uk
Working practice efficiencies arising from the Highway Asset Management Plan.		
<b>Business Plan Proposal Number (if relevant)</b>	B/R.6.160	
<b>Aims and Objectives of Service / Document / Function</b>		
<p>The Local Infrastructure and Street Management (LISM) manage, maintain and improve the county's highway network. This includes:</p> <ul style="list-style-type: none"> <li>Maintaining and improving the road network, bridges, traffic signals and rights of way.</li> <li>Managing the impact of new developments on the network and providing advice to planning authorities.</li> <li>Working with partners to reduce deaths and injuries on our roads.</li> <li>Keeping Cambridgeshire moving through the efficient operation of the network.</li> </ul> <p>This Community Impact Assessment covers the impact of efficiencies in reviewing our Highway policies and procedures.</p>		
<b>What is changing?</b>		
<p>The existing highway policies and standards have not been reviewed since 2011.</p> <p>This review has comprehensively looked at highway policies and standards and has sought to bring our operations in line with current best practice – e.g. Highways Maintenance Efficiency Programme guidance – but what is also sustainable in the current financial climate.</p> <p>This may mean that our response times and intervention levels have to change – e.g. potholes - non emergency repairs - new response time to be 5 days, 24 hour response for non-emergency repairs extended to 36 hours for a variety of defects (i.e. uneven slabs, manhole covers, etc.).</p>		
<b>Who is involved in this impact assessment?</b>		
e.g. Council officers, partners, service users and community representatives.		
Undertaking the assessment:		
Head of Local Infrastructure and Streets management Asset Manager Operations Manager – Skanska		

## 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.

<b>Positive Impact</b>
The changes are not expected to have any impact on the protected characteristics.
<b>Negative Impact</b>
The changes are not expected to have any impact on the protected characteristics.
<b>Neutral Impact</b>
The changes are not expected to have any impact on the protected characteristics.
<b>Issues or Opportunities that may need to be addressed</b>
<ul style="list-style-type: none"> <li>Any changes to service levels will be applied consistently across the County.</li> <li>These changes will result in altering timescales for responses or altering intervention levels.</li> <li>Early communication of any changes to service levels will be required and this communication will require to be sustained to ensure that expectations are managed.</li> </ul> <p>The CIA will require to be updated as the proposals are developed and tested.</p>

## Community Cohesion

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

The changes are not expected to have any impact on community cohesion.

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Economy, Transport & Environment  Supporting Businesses and Communities		Name: Nikki Pasek  Job Title: Head of Supporting Businesses and Communities  Contact Details: 01954 284675 <a href="mailto:Nikki.Pasek@cambridgeshire.gov.uk">Nikki.Pasek@cambridgeshire.gov.uk</a>
Service / Document / Function being assessed		
Implement cost recovery models for Supporting Businesses and Communities		
<b>Business Plan Proposal Number (if relevant)</b>	B/R.7.017	
Aims and Objectives of Service / Document / Function		
<p>The Supporting Businesses and Communities service (SBC) plays a key role in bringing together various service elements that directly address the needs of our diverse communities. As many elements of our work often target the same outcomes, we provide multi skilled teams that can be deployed across a range of activities enabling us to better engage with our communities, shape growth and deliver efficiencies.</p> <p>The service is established around two key functions:</p> <p><b>Supporting Businesses</b>          Our service works to support businesses to grow and prosper by providing advice and information to help businesses understand and apply legislation relevant. Work is also undertaken to ensure that those businesses identified as 'high risk' are compliant to ensure public safety.</p> <p><b>Supporting communities</b>          Our service protects our local environment by working in partnership to minimise the impact of waste disposal, helps to keep vulnerable residents safe and independent by prosecuting rogue traders, and raises awareness around rogues and scams to protect residents from criminal trading practices. The service also supports people to make healthy, informed and enriched lifestyle choices by tackling underage smoking and drinking, and encouraging participation in cultural activities and events.</p> <p>This Community Impact Assessment covers the impact of implementing cost recovery models for our Service.</p>		
What is changing?		
The service has previously introduced charging models for some areas of work such as business advice services and the use of our financial investigators by other authorities. These charging models will continue to be expanded and developed.		
Who is involved in this impact assessment?		
e.g. Council officers, partners, service users and community representatives.		
Nikki Pasek - Head of Supporting Businesses and Communities Aileen Andrews – Operations Manager Elaine Matthews – Operations 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		✓	
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.

<b>Positive Impact</b>
The changes are not expected to have any impact on the protected characteristics.
<b>Negative Impact</b>
The changes are not expected to have any impact on the protected characteristics
<b>Neutral Impact</b>
Having fully considered the characteristics as detailed above, the service is confident that the implementation of the proposed changes will have neither a positive or negative impact on any of the characteristics.
<b>Issues or Opportunities that may need to be addressed</b>
The services will consider all of the issues plus the potential opportunities for cost recovery models within Supporting Businesses and Communities as plans are developed further.

## Community Cohesion

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

The changes are not expected to have any impact on community cohesion





## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Corporate and Managed Services		Name: Sue Grace  Job Title: Director: Customer Service and Transformation.  Contact details: <a href="mailto:sue.grace@cambridgeshire.gov.uk">sue.grace@cambridgeshire.gov.uk</a>
Service / Document / Function being assessed		
Corporate Services: Customer Service and Transformation		
Business Plan Proposal Number (if relevant)	TBC	
Aims and Objectives of Service / Document / Function		
<p>Customer Service and Transformation delivers direct contact and support to communities, as well as providing support across Cambridgeshire County Council to enable the organisation to achieve its aims. This includes:</p> <ul style="list-style-type: none"> <li>• Customer Services (including contact centre and corporate reception sites)</li> <li>• Community Engagement</li> <li>• Communications</li> <li>• Research</li> <li>• Policy</li> <li>• Business Planning</li> <li>• Information Management</li> <li>• Service Transformation</li> <li>• Web &amp; digital services</li> <li>• Emergency planning</li> <li>• Chief Executive's office</li> <li>• Civic Offices</li> <li>• Smarter business programme – rationalisation and optimisation of assets and flexible working</li> </ul>		
What is changing?		
<p>As part of the Council's need to achieve significant savings, there will be a restructure within the directorate. The changes proposed to take place are:</p> <ul style="list-style-type: none"> <li>• To merge our marketing and communications team with our community engagement team so that all our interaction and engagement with the public is delivered by the same team;</li> <li>• To merge the research and transformation team so that there is a closer relationship between these two functions and the support they offer to the council and its partners;</li> <li>• To merge the policy and business support teams to bring together our support for GPC and Group Leaders, the Chief Executive, the Civic Office and the rest of the CS &amp; T Directorate;</li> <li>• To revise the way we deliver fault reporting and a facility for community blogging through Shape Your Place by removing Shape Your Place and channelling all our fault reporting through one route, our Feedback System on the County Council's main website. Looking too at how we can use our main website, and existing digital channels, for future community engagement online;</li> <li>• To revise the way we deliver community and events information through Cambridgeshire.net channelling all this information either through partner sites, our main website or key sites</li> </ul> <p>This Impact Assessment will be developed alongside the implementation of these proposals to ensure that there is a full understanding of the impact both internally and externally of the proposed changes.</p>		

## General Purposes Committee

In the consultation carried out this year, the people of Cambridgeshire expressed a strong preference for the protection of frontline services. In contrast 'investing in modernising the way people access services and contact the council' was ranked as the lowest priority for spending / investment.

These proposals are not taken lightly, they are a result of the unprecedented financial challenges facing the Council. These proposals have been developed with the primary aim of supporting the whole Council to respond to these challenges and achieve significant savings that protect frontline services.

### Who is involved in this impact assessment?

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

The CS&T Service  
The CS&T Management Team  
Cambridgeshire County Councillors  
HR support teams

### 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

Although the proposed reductions are likely to have a negative impact on the directorate's ability to support the Council's activity, they are balanced by a re-focussing of support which will actively help the Council to implement new ways of working and achieve significant savings. Therefore, the overall impact is assessed as neutral against most characteristics.

The proposals include the revision of the way in which the Council currently uses community focussed websites like ShapeYourPlace and Cambridgeshire.net. It is our belief that the service these sites provide – particularly to rural or isolated community members – can still be offered but in better and smarter ways. This may be achieved through our main Cambridgeshire.gov.uk site, or through mainstream social media channels. Therefore, our overall judgement is that these proposals will have an overall neutral impact.

<b>Issues or Opportunities that may need to be addressed</b>

## Community Cohesion

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

N/A



## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Public Health		Name: Dr Liz Robin
Service / Document / Function being assessed		Job Title: Director of Public Health
Externally commissioned public health services		
Business Plan Proposal Number (if relevant)		Contact details: 01223 703259
Aims and Objectives of Service / Document / Function		
Externally commissioned public health services cover a range of programmes detailed in previous papers on public health services and performance to the Health Committee.		
What is changing?		
Due to there being no cash uplift in the ring-fenced public health grant to Cambridgeshire for 2015/16, all providers of commissioned public health services will be asked to deliver cost improvement programmes to cover any additional costs of inflation or demography which may impact on their services.		
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 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.

<b>Positive Impact</b>
<b>Negative Impact</b>
<b>Neutral Impact</b>
<p>If providers of commissioned services are able to deliver cost improvement programmes without changing service levels, the impact of this proposal will be neutral. This CIA is a dynamic document, and if providers make proposals for service reductions, then the impact for specific services may change and require mitigation. It is proposed to write to all providers explaining that there is no funding available for cash uplifts to contracts, and requesting cost improvement programmes to cover any pressures from demography and inflation, following the October health committee meeting.</p>
<b>Issues or Opportunities that may need to be addressed</b>

**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: Dr Liz Robin  Job Title: Director of Public Health  Contact details: 01223 703259
Service / Document / Function being assessed		
Healthy Fenland Fund - infrastructure costs		
<b>Business Plan Proposal Number (if relevant)</b>		
Aims and Objectives of Service / Document / Function		
<p>The aim of the Healthy Fenland fund will be to address documented inequalities in health outcomes and behaviours in Fenland, through a community engagement approach. The Healthy Fenland Fund will require good quality co-ordination, communications and community engagement, together with identification of a range of potential further funding sources (e.g. Lottery, British Heart Foundation, etc).</p>		
What is changing?		
<p>The Healthy Fenland Fund will enable communities and voluntary agencies to take forward projects with a positive local impact on health and on lifestyle behaviours. This may be across a geographical area or for specific at-risk groups in the population.</p>		
Who is involved in this impact assessment?		
e.g. Council officers, partners, service users and community representatives.		
Council officers to date. Wider consultation will take place in future.		

**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**

Fenland has a higher proportion of older people than other parts of Cambridgeshire, therefore there is likely to be a positive impact for this age group. There may also be a positive impact for migrant workers through work with the voluntary sector. The Healthy Fenland fund will address health issues and behaviours associated with rural isolation and deprivation.

**Negative Impact****Neutral Impact**

There may be a positive impact for other equalities groups, if projects are identified for funding which relate to these groups. It is not possible to clarify this at such an early stage.

**Issues or Opportunities that may need to be addressed****Community Cohesion**

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

The fund would aim to improve community cohesion in the context of positive health impacts for the whole community.

### COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Public Health		Name: Dr Liz Robin
Service / Document / Function being assessed		Job Title: Director of Public Health
Public health directorate		
<b>Business Plan Proposal Number (if relevant)</b>		Contact details: 01223 703259
Aims and Objectives of Service / Document / Function		
<p>The public health directorate delivers a range of public health services including health promotion campaigns, commissioning of public health services, development and implementation of public health policies and strategies, delivery of patient facing services (e.g. CAMQUIT, Traveller Health Team), health protection, and public health advice to NHS commissioners.</p>		
What is changing?		
<p>There will be no cash uplift to the public health directorate budget, therefore pressures resulting from inflation and demography will need to be covered through cost improvements in non-pay costs, use of agency staff and holding of vacancies.</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.

<b>Positive Impact</b>
<b>Negative Impact</b>
<b>Neutral Impact</b>
The cost improvements will be spread across categories of public health work and should not impact on any specific inequalities group.
<b>Issues or Opportunities that may need to be addressed</b>

**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: Emma de Zoete  Job Title: Consultant in Public Health  Contact details: <a href="mailto:emma.dezoete@cambridgeshire.gov.uk">emma.dezoete@cambridgeshire.gov.uk</a> 01223703250
Service / Document / Function being assessed		
Public Mental Health Strategy - Implementation		
Business Plan Proposal Number (if relevant)		
Aims and Objectives of Service / Document / Function		
<p>'Public mental health focuses on wider prevention of mental illness and promotion of mental health across the life course...There is no public health without public mental health'.</p> <p>Public mental health strategies focus on what action can be taken to promote positive mental health and wellbeing and to prevent mental illness or disorder.</p> <p>The proposed aim of the strategy is to:</p> <ul style="list-style-type: none"> <li>a) Ensure we have a common understanding of what it means to improve public mental health.</li> <li>b) Ensure that we maximise the opportunities to promote mental health and prevent mental illness within Cambridgeshire. Including:             <ul style="list-style-type: none"> <li>- promoting a more holistic approach to physical and mental health</li> <li>- integrating mental health into all aspects of our work</li> <li>- developing a wider environment that supports mental health</li> <li>- taking a life course approach to promoting mental health</li> </ul> </li> </ul> <p>It is proposed that the objectives of the strategy are to:</p> <ul style="list-style-type: none"> <li>i. Articulate the benefits of promoting positive mental health and wellbeing, preventing mental illness.</li> <li>ii. Identify evidence based interventions (including those recommended by NICE) to promote positive mental health and wellbeing and prevent mental illness.</li> <li>iii. Provide a clear plan of action to improve mental health and wellbeing within Cambridgeshire.</li> </ul>		
What is changing?		

We are working through the evidence base, as outlined in the recent Chief Medical Officer's report and the relevant NICE guidance, to ensure that we maximise the impact of any investment in public mental health initiatives. The strategy will include consideration of evidence based interventions in the following areas:

- Interventions to reduce bullying and improve parenting.
- Supporting the development of a 'whole school approach' to promoting the social and emotional wellbeing of young people.
- Mental health screening and support for people with long term conditions.
- Use of anti-stigma and discrimination tools, such as the 'Time for Change' campaign.
- Workforce training, and maximising the opportunities within workplaces to promote mental health.
- Preventing social isolation and loneliness among older people.

**Who is involved in this impact assessment?**

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

There will be full consultation on the draft strategy in 2015, which will allow partners, service users and community representatives to comment on the proposed priorities for action.

**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**

This work should have an impact on the large proportion of the population who suffer from mental illness. It should also impact on disability and improved physical health for those with mental illness.

- Mental illness is the largest single cause of disability and represents 23% of the national disease burden in the UK. It is the leading cause of sickness absence in the UK, accounting for 70 million sick days in 2013.
- Mental illness costs the UK economy £70-100 billion per year; 4.5% of Gross Domestic Product.
- People with mental illness die on average 15-20 years earlier than those without, often from avoidable causes.

**Negative Impact**

There should be not be any negative impact to this work.

**Neutral Impact**

The impact of this work is neutral on the large number of measures above.

**Issues or Opportunities that may need to be addressed****Community Cohesion**

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

It is not possible to say at this stage if the interventions prioritised will improve community cohesion, but they are likely to have some positive impact on cohesion (although this may not be possible to measure).

### COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Public Health		Name: Dr Liz Robin
Service / Document / Function being assessed		Job Title: Director of Public Health
Reducing smoking prevalence: tobacco control		
Business Plan Proposal Number (if relevant)		
Contact details: 01223 703259		
Aims and Objectives of Service / Document / Function		
Investing in a regional collaborative approach to tobacco control, which aims to reduce the prevalence of smoking in Cambridgeshire and in the East of England.		
What is changing?		
<p>Currently Cambridgeshire County Council both commission and directly provides elements of the smoking cessation service CAMQUIT. The Council also carries out some tobacco control initiatives such as media publicity, introduction of the County Council smoke free environment policy etc.</p> <p>A regional approach to tobacco control has been demonstrated elsewhere in the UK to reduce the prevalence of smoking and to be very cost effective. Economies of scale allow initiatives such as mass media campaigns, actions to tackle availability of illicit tobacco working with HMRC, and targetted engagement with different organisations and population groups, to be funded, which it would not be possible to deliver cost effectively on a single local authority footprint.</p> <p>Reducing smoking prevalence will in turn lead to reduced incidence of smoking related disease such as heart disease and stroke, cancer, and chronic obstructive pulmonary disease and associated healthcare and social care costs.</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 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**

Smoking in pregnancy results in increased risk of complications and poorer birth outcomes. A regional collaborative approach has been taken to smoking in pregnancy in other parts of the UK, and evidence based programmes are available. Smoking rates are higher for residents in areas of deprivation, and access to illicit tobacco is often an important feature enabling people to smoke more due to low prices. An evidence based regional collaborative approach is therefore likely to be particularly advantageous to health outcomes for communities in areas of deprivation.

**Negative Impact****Neutral Impact**

For most equalities groups the benefits of a regional collaborative approach to tobacco control will be similar to those for the general population.

**Issues or Opportunities that may need to be addressed****Community Cohesion**

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



Addressing illicit tobacco through a regional collaborative approach may have a positive impact on community cohesion by decreasing illicit activity.

### COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Public Health		Name: Dr Liz Robin
Service / Document / Function being assessed		Job Title: Director of Public Health
Smoking cessation: prescribing and payments to external contractors		Contact details: 01223 703259
<b>Business Plan Proposal Number (if relevant)</b>		
Aims and Objectives of Service / Document / Function		
<p>The smoking cessation service 'CAMQUIT' aims to support Cambridgeshire residents who are smokers to stop smoking through an evidence based programme involving both pharmacologic and counselling support. Users of the service have a five times higher chance of successfully quitting, compared to smokers to attempt to quit without support.</p>		
What is changing?		
<p>Recently use of smoking cessation services has fallen nationally, regionally and locally and this is thought to be associated with use of electronic cigarettes. This has resulted in underspends on the smoking cessation budget – both for Nicotine Replacement Therapy (NRT) prescriptions and on payments to GPs and pharmacists, who are paid dependent on the number of patients they support. However the workload of the core CAMQUIT team has not fallen, as they are being asked to cover more clinics in GP surgeries due to other pressures on GP practice staff team. The saving being put against smoking cessation reflects the predicted underspend on NRT prescriptions and payments to GP surgeries/pharmacies in 2015/16, assuming that this follows a similar pattern to 2013/14 and 2014/15.</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 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.

<b>Positive Impact</b>
<b>Negative Impact</b>
<b>Neutral Impact</b>
Because the saving reflects a forecast underspend due to reduction in demand, rather than a proactive reduction in service, it should not impact on any specific inequalities group.
<b>Issues or Opportunities that may need to be addressed</b>

**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  Job Title: Consultant in Public Health  Contact details: 01223 703264 or mobile: 07884 183374 or email: <a href="mailto:val.thomas@cambridgeshire.gov.uk">val.thomas@cambridgeshire.gov.uk</a>
Service / Document / Function being assessed		
Sexual Health Promotion - Savings		
<b>Business Plan Proposal Number (if relevant)</b>		
Aims and Objectives of Service / Document / Function		
<p>The aim of the Sexual Health Promotion Programme is to contribute to the prevention of the transmission of sexual infections and unwanted pregnancies. It specifically supports the delivery of the three sexual health outcomes found in the Public Health Outcomes Framework i.e.</p> <ul style="list-style-type: none"> <li>Under 18 conceptions</li> <li>Chlamydia Diagnosis</li> <li>People presenting with HIV at a later stage of infection</li> </ul> <p>There is a range of prevention and treatment services that address these priorities. The Sexual Health Promotion Programme focuses upon promoting the prevention messages and sexual health and contraception services and includes the following.</p> <ul style="list-style-type: none"> <li>- Sexual Health Campaigns which involves purchasing of resources and advertising in different media</li> <li>- Specific activities to promote the Chlamydia Screening Programme and increase uptake amongst the target population. This included promotional activities in young people's settings (15-24 year olds), additional commissioned outreach work, incentive projects to encourage young people to take a Chlamydia test</li> <li>- Sexual Health Promotion projects with hard to reach groups such as Lesbian, Gay, Bisexual and Transgender (LGBY) groups</li> <li>- Specific projects in schools and other young people's settings e.g. Centre 33</li> </ul>		
What is changing?		

The disinvestment of £120k from the Sexual Health Promotion Programme is supported by epidemiological factors and changes in the commissioning and provision of services.

Over the past 10 years there has been investment in sexual health services in Cambridgeshire mainly on the Chlamydia Screening Programme, campaign activities and local projects to tackle teenage pregnancy. Recent data shows that teenage pregnancy rates have improved throughout the county and sexually transmitted infection rates are remaining low and compare well to other areas.

The disinvestment in sexual health promotion will not compromise these ongoing improvements as a substantial proportion of the activities have been incorporated into new service specifications and contracts.

#### *Cambridgeshire Integrated Sexual Health and Contraception Service*

The Cambridgeshire Integrated Sexual Health and Contraception Service will be launched on October 1 2014 following a competitive tender process which was won by Cambridgeshire Community Services (CCS). This will bring together sexual health and contraception services in the same location and provide the services across the whole county. It will increase the number of locations and improve access to services by users especially in the north of the county. In addition to the provision of clinical services the Provider is expected to deliver the following sexual health promotion activities in line with the Service Specification

- Provide Sexual health information and advice in order to develop increased knowledge especially in high need communities
- Engagement with local prevention groups and voluntary sector organisations to engage them in service development and health promotion activities
- Promoting service and key sexual health messages to the local population via the use of innovative and appropriate media and marketing techniques tailored to specific audiences
- To provide evidence based behaviour change interventions tailored to meet the specific needs of target groups or individuals
- To deliver prevention and sexual health promotion interventions in targeted settings which includes schools and community youth settings

The new Service will not only increase the number of clinic locations to increase accessibility but also increase in the number of young people's clinics. Some young people are at higher risk of unwanted pregnancy and sexually transmitted infection. There is evidence that bespoke clinics increase their access by young people. They have the highest prevalence of sexually transmitted infections and are also the highest users of sexual health services.

The new Service will also provide the Chlamydia Screening Programme. There has been a change of focus in the Chlamydia Screening Programme in recent years. Initially there was an extensive promotion of the Programme with a high target number of young people to screen. This necessitated a population wide intensive ongoing promotional campaign with young people. The focus now is increasing the number of positive screens which calls for specific outreach work with high risk groups. CCS to deliver this part of its contract has sub-contracted with the Terence Higgins Trust to provide this outreach work in the more isolated high risk groups in Fenland and over time to other high risk groups. Secondly, the national strategic direction for the Chlamydia Screening Programme is to embed it into existing services. It is firmly embedded into the care provided by the current and new countywide Contraceptive and Sexual Health Services which will be available at an increased number of locations across the county. In addition, Public Health commissions Chlamydia screening from GP practices which is consistently identifying a high number of positive screens.

Consequently the need for much of the additional promotion and outreach is not required as the programme is both embedded into existing services and the new Integrated Contraception and Sexual Health Service has responsibility for promoting the Chlamydia Screening Programme.

#### *Long Acting Reversible Contraception*

Public Health commissions long acting reversible contraception from GP practices across the county and this

includes the promotion of these services. These services have been growing annually for several years with an increasing number of women using the services. This is decreasing the need for the promotion of these services.

#### *DHIVERSE*

Public Health commissions the local voluntary organisation DHIVERSE to provide a range of preventative interventions. Historically DHIVERSE focused on HIV prevention with high risk groups and support for those living with HIV/AIDs. However, in recent years with the decline in HIV rates its service specification has evolved and now includes all sexually transmitted infections and has a whole population approach. (Although it still has a key role in HIV prevention and support). This includes the provision of wide ranging local and national sexual health campaigns and working with schools, employers and youth services in different settings, targeting older age groups who are at risk of sexually transmitted infections and decreasing the number of late diagnoses of HIV.

#### *Cambridgeshire County Council Library Services*

Public Health has recently decommissioned its Health Promotion Resource Service (HPRS) from Hinchingsbrooke Hospital and commissioned the service from Cambridgeshire County Council (CCC) Library Service. This improves access to promotion resources due to the network of libraries across the county by professionals and the public. The new specification with the Library Service includes it securing and disseminating resources for campaigns throughout the county. The move of the HPRS to the Library service was cost-effective and has released resources for the funding of campaign materials. The combined factors will reduce the need for commissioning additional campaign activity.

#### **Who is involved in this impact assessment?**

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

This CIA was compiled by County officers and includes consideration of information secured through the wide ranging consultation that was undertaken as part of the procurement process for the Integrated Sexual Health and Contraception Service. This included a wide range of statutory and voluntary organisations, service users and the wider public.

#### **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			

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**

Age: The new Integrated Service will have a specific focus on providing promotional activities in different settings for young people and services that are especially designed to meet their needs and be easily accessible in terms of location and opening times. DHIVERSE is responsible for specific targeting of older age groups with appropriate messages

**Disabilities:** DHIVERSE currently undertakes work with people living with disabilities which will be further developed in the new service specification. In addition the Integrated Service includes clinicians who are able to provide expert advice on the contraception, reproductive, sexual health and mental health challenges that this group may confront

**Gender Re-assignment and Sexual orientation:** DHIVERSE has a role in working to support these groups and this will be a focus of the new service specification. The Integrated Service will include clinicians who are able to provide expert advice on the contraception, reproductive, sexual health and mental challenges that this group may confront

**Pregnancy and maternity:** The Integrated Service has role for providing accessible contraception services across the county and also to participate in promotional campaigns. Also clinical staff will be involved in the delivery of SRE and information about services in schools and other settings.

**Race:** A key driver for the new Integrated Service was to provide more services in the north of the county to address the service inequity and health inequalities. Fenland has a large migrant community. There have been efforts to promote the sexual health messages and services with these communities who are reluctant to access services. The new Integrated Service is responsible for targeting this community and will use the specialist skills of the Terence Higgins Trust to develop outreach services.

**Rural Isolation:** The new Integrated Service has wider responsibilities in terms of prevention and the promotion of good sexual and contraceptive health. As described it has a particular remit to focus on more isolated communities especially in the north of the county.

**Deprivation:** The new Integrated Service has wider responsibilities in terms of prevention and the promotion of good sexual and contraceptive health. As described it has a particular remit to focus on more deprived communities. The location of its new services is designed to ensure that these areas are well serviced by accessible services especially in the north of the county.

#### **Negative Impact**

None

#### **Neutral Impact**

This CIA identified that there would be a neutral impact on Religion or belief, marriage and civil partnership and sex

#### **Issues or Opportunities that may need to be addressed**

There are further opportunities for the promotion of sexual health through working with the appropriate Directorate within the County Council e.g. Criminal Justice, PSHE. Learning Service – School links

### **Community Cohesion**

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

Outreach work in the community will help to develop links between communities/groups and local services and will support their being involved in their ongoing development.

### COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Public Health		Name: Val Thomas  Job Title: Consultant in Public Health  Contact details: 01223 703264 or mobile: 07884 183374 or email: <a href="mailto:val.thomas@cambridgeshire.gov.uk">val.thomas@cambridgeshire.gov.uk</a>
Service / Document / Function being assessed		
Workplace Health Support - Investment		
Business Plan Proposal Number (if relevant)		
Aims and Objectives of Service / Document / Function		

The aim of the Workplace Health Programme is to promote and contribute to an improvement in the health of manual workers

The key objectives are to

- To increase the access of manual workers in their workplaces to information, support and services for healthy lifestyle changes
- To increase the number of employers with manual workforces to engage in a healthy lifestyle programme and to develop sustainable programmes
- To focus on and increase the uptake of the programme by workplaces where the prevalence of unhealthy lifestyles and poor health outcomes is high

These objectives will be delivered through the development and expansion of the existing workplace Programme in Cambridgeshire and the creation of links between workplaces and community lifestyle services in the community e.g. District Council Sport and Leisure Facilities and the new Cambridgeshire County Council (CCC) commissioned Lifestyle Service (currently being procured)

### **Health of Manual Workers**

There is evidence that manual workers have a higher risk of unhealthy lifestyles and poorer health outcomes. For example in Cambridgeshire 36% of routine and manual workers smoke compared to the national figure of 30% and the overall smoking rate for Cambridgeshire of 18%. In Cambridgeshire there is a concentration of manual workers in the more deprived areas where there is a known higher prevalence obesity associated with unhealthy diets and low levels of physical activity. (Public Health Outcomes Framework).

There is also evidence that manual workers are more likely to experience poorer physical working conditions and be affected by the stress factors of lower wages, unsociable shift work patterns and job instability.

Manual workers especially male are less likely to access health services that would provide them with information about their health and identify any health issues.

The number of smokers accessing Stop Smoking Services has fallen nationally and locally in the past two years by circa 25%. CAMQUIT the Cambridgeshire Stop Smoking Services has seen a decline in areas where there are large numbers of manual workers accessing service. In addition the NHS Health Checks Programme which provides a health risk assessment for cardio-vascular disease for 40–74 year olds has a lower uptake in Fenland where there is a high proportion of manual workers in the population.

### **Cambridgeshire Workplace Health Programme**

There are a number of programmes currently commissioned or provided by the Public Health Directorate that are supporting workplaces along with partners to adopt workplace health improvement programmes. These include the following

- CAMQUIT: Public Health in house Cambridgeshire Stop Smoking Service
- Health Trainer Service: commissioned by CCC Public Health (To be part of the new Lifestyle Service from April 1 2015)
- Workplace NHS Health Checks Programme (Fenland only): commissioned by CCC Public Health from Community Pharmacy and as part of the Health Trainer Service
- Workhealthy Cambridgeshire Programme: Public Health in house service that recruits workplaces to workplace health programme that offers support for the development of a multi-component strategy and programme to improve staff health. This includes training individual workplace health champions who will lead and facilitate workplace programmes and introducing lifestyle programmes or ensuring that external agencies provide services in the workplaces.
- Workplace Programmes and Partners: The current workplace programmes work with a range of partners that are in position to support healthy workplaces. For example local District and City Councils have Sport

and Leisure Services that are able to support lifestyle changes along with legal responsibilities relating to working conditions, the Health and Safety Executive have specific health and safety responsibilities. These services and functions all contribute to the overall health of the workforce.

### What is changing?

Currently as described there are a number of workplace activities that can be included in the Workplace Programme in Cambridgeshire. The Workhealthy Cambridgeshire initiative has started to provide an umbrella coordinating function for these activities in Fenland. However, there is a key need to increase the capacity of this initiative to engage more workplaces and to ensure that the public health and partner resource are most effectively and efficiently utilised.

Currently there is 0.4 w.t.e. member of staff to co-ordinate the Workhealthy Programme which includes the recruitment, training partner liaison responsibilities described above.

The additional investment of £45k will be used to increase capacity for the co-ordination and delivery of the Programme with the specific tasks as follows

- General promotion of the Programme with employers and employer organisations e.g. Chambers of Commerce
- Identification and engagement of workplaces with high numbers of manual workers and supporting them with lifestyle needs assessments
- Engagement of partners to support workplaces in their strategy and programme development and implementation. For example, this will include the provision of on-site Stop Smoking Service (CAMQUIT) and NHS Health Checks or Mini Health MOTs provided by Health Trainers
- Support for the development and introduction of workplace policies that support healthy lifestyles e.g. Smoking, Healthy Catering
- Training and ongoing support of workplace health champions. For example, training them in Smoking Cessation
- Provide funding where necessary for additional provision of services where there is insufficient capacity in local services e.g. Workplace Physical Activity Sessions

### Who is involved in this impact assessment?

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

This assessment has been undertaken by Council Officers. Information secured from partners involved in Programme delivery. These include the following

- District and City Councils
- Lifestyle Provider Services: CAMQUIT, Community Pharmacies, Health Trainers, Weight Management Services, Drug and Alcohol Services, Mental Health Services
- Travel for Cambridgeshire
- Business in the Community
- Drug and Alcohol Team (DAAT)

### 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		

## Health Committee

<b>Race</b>	x		
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<b>Impact</b>	<b>Positive</b>	<b>Neutral</b>	<b>Negative</b>
<b>Religion or belief</b>		x	
<b>Sex</b>	x		

<b>Sexual orientation</b>		x	
The following additional characteristics can be significant in areas of Cambridgeshire.			
<b>Rural isolation</b>	x		
<b>Deprivation</b>	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

**Age:** Manual workers fall into an age category (16-65) that means that they are often less likely to access services that provide information and identification of health risks. Secondly workers over 50 years of age are especially more likely to be at high risk or already experiencing ill health that has not been identified. The Workplace Programme aims to improve access to services and earlier identification of ill health in this age group.

**Disability:** The Workplace Programme will help to identify those with any disability and work with employers to ensure that there is appropriate support for any special requirements that they may need to support their good health in terms of both lifestyle and health safety. This is particularly relevant for those with long term health conditions, in Britain there are currently 11.5 million people with long term health conditions.

**Gender Reassignment and Sexual Orientation:** Gender Re-assignment and sometimes sexual orientation may be associated with stress and demand changes in workplace arrangements and additional support from employers. The Workplace Programme will support the development of support processes and appropriate workplace policies

**Pregnancy and maternity:** Pregnant manual workers will be able to receive appropriate healthy lifestyle information/services and guidance regarding maternity services and benefits. Employers will receive advice regarding appropriate workplace policies that will support the health of pregnant employees.

**Race:** In parts of the county the manual workforce has a high proportion of routine and manual workers drawn from migrant communities. These communities often have a high prevalence of unhealthy lifestyles and also may not access health services.

**Sex:** Males of working age are less likely to access services where they might receive advice on their health and identification of any health issues. The workplace programme will not positively discriminate for men but it will increase access to males from this age group.

**Rural isolation:** The Programme focuses on manual workers. In Cambridgeshire, this will include the more isolated rural communities where the population is employed in agricultural activities.

**Deprivation:** Manual workers from the more deprived communities where there is high prevalence of unhealthy lifestyles and poorer health outcomes. These workers will be a focus of the Programme.

### Negative Impact

None

### Neutral Impact

Marriage and Civil Partnership and Religion or Belief: No impacts have been identified in this assessment

### Issues or Opportunities that may need to be addressed

Many employers recognise that they have obligations to the health and well being of their workforce. There is national evidence that investing in the health of employees brings business benefits such as reduced sickness, increased loyalty and better staff retention.

More broadly this will have positive effect on the local productivity and economy.

Manual workers from more deprived areas are more likely to experience lower wages and poorer working conditions and this requires a more targeted approach to the Programme with focus on workplaces in these areas

### **Community Cohesion**

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

This Programme will contribute to community cohesion through improving relationships between employers and their workforce. In addition, supporting closer working between employers and other organisations in the community.

### COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Public Health		Name: Emma de Zoete
Service / Document / Function being assessed		Job Title: Consultant in public health
Child and young people's mental health		Contact details: <a href="mailto:emma.dezoete@cambridgeshire.gov.uk">emma.dezoete@cambridgeshire.gov.uk</a> 01223 703 250
Business Plan Proposal Number (if relevant)		
Aims and Objectives of Service / Document / Function		
<p>The aim of the Counselling Services for Young People in Cambridgeshire is to meet the changing emotional and mental health needs of young people from the age of 13 up to 25 years old through free community based counselling services. To enable young people to better understand themselves, their relationships and feel better able to cope with their difficulties.</p> <p>There is a growing evidence base of interventions that have a positive effect on mental health outcomes for children and young people, and a good mental health service is described as one where children can access school and youth counselling.</p> <p>NICE have recommended (clinical guideline 133) that commissioners should considering offering 3-12 sessions of a psychological intervention that is specifically structured for people who self-harm, with the aim of reducing self-harm.</p>		
What is changing?		
<p>Trends in self-harm and suicide coupled with significant service pressures in children's mental health services are clear in Cambridgeshire. In particular Tier 2 counselling services have been identified as a key service gap. These trends are worrying and additional investment in these services, alongside other continued work to improve support for children and young people with mental health problems is urgently needed.</p> <p>We are increasing investment in these services by £80k a year. This will provide additional conselling capacity for children who self harm, focused in the most deprived areas of the county, where needs are greatest and where there are current service gaps as identified in a JSNA.</p>		

**Who is involved in this impact assessment?**

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

Voluntary sector partners, and the Clinical Commissioning Group have been involved in the development of this proposal.

**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**

We know that there are higher numbers of admissions for self-harm from more deprived areas, and there are service gaps in some parts of the county, as identified in the JSNA on the Mental Health of Children and Young people. This additional capacity will be focused in the most deprived areas of the county. For example in Fenland, one of the areas of highest mental health need, only 59 children were seen in the YMCA counselling service in 2013/14. This is 9% of all the existing counselling activity.

Overall the aim of this increased capacity is to ensure that more children receive counselling services in the most deprived areas of the county, and that this contributes to reduced self-harm hospital admissions rates over time.

**Negative Impact**

None.

**Neutral Impact**

This will not specifically impact on many of the criteria listed above.

**Issues or Opportunities that may need to be addressed**

This additional capacity will not duplicate or replace any existing school counselling service provision.

**Community Cohesion**

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

The impact on community cohesion is small, but children whose mental health needs are effectively treated are more likely to play an active, and positive part in their community.

### COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Public Health		Name: Dr Liz Robin
Service / Document / Function being assessed		Job Title: Director of Public Health
Dental Public Health		
Business Plan Proposal Number (if relevant)		Contact details: 01223 703259
Aims and Objectives of Service / Document / Function		
<p>The aims and objectives of dental public health promotion are to reduce the numbers of decayed, filled and missing teeth for children, and to avoid poor dental health in adults and older people, which may in turn impact on their general health.</p>		
What is changing?		
<p>A budget for dental health promotion has been held by the public health directorate, but has been underspent. Many of the risk factors for poor dental health, such as poor diet, smoking and excessive alcohol use are addressed through more general health promotion programmes. Therefore it is proposed to reduce the dental public health budget, and continue to promote dental health through wider public health campaigns and initiatives.</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.

<b>Positive Impact</b>
<b>Negative Impact</b>
Poor dental health can impact on the general health of older people in particular due to associated poor nutrition. This will be mitigated through inclusion of dental health in more general health promotion work across age groups. Poor dental health is more commonly associated with deprivation. This will be mitigated through inclusion of dental health in more general health promotion work with communities subject to deprivation.
<b>Neutral Impact</b>
<b>Issues or Opportunities that may need to be addressed</b>

**Community Cohesion**

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

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