

## 4.1 Children and Young People

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
CFA, Strategy & Commissioning		Name: Judith Davies
<b>Service / Document / Function being assessed</b>		Job Title:
Reduction in Commissioning Enhanced Services		Head of Commissioning Enhanced Services
<b>Business Plan Proposal Number (if relevant)</b>	A/R.6.201	Contact details: 01223 729150
		Completed: 23.9.2016
		Approved: 23.9.2016
Aims and Objectives of Service / Document / Function		
<p>The Commissioning Enhanced Services support all teams within the children, families and adults directorate.</p> <p>Commissioning Enhanced Services deliver : allocation , placement , advice , guidance , training , case management, review and monitoring of provision/contracts children and young people , and adults with learning disability, who are vulnerable and /or have complex needs</p>		
What is changing?		
<p>In 2017-18, savings will be achieved through not filling vacancies as they arise. This is linked to a review of Commissioning across CFA.</p> <p>.</p>		
Who is involved in this impact assessment?		
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>
The bringing together of similar functions across CFA is likely to have a positive impact through closer working arrangements and single direction of work.
<b>Negative Impact</b>
<b>Neutral Impact</b>
The proposed transformation will maintain levels of service across CFA.
<b>Issues or Opportunities that may need to be addressed</b>
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## Community Cohesion

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

These savings will not directly impact community cohesion

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

## COMMUNITY IMPACT ASSESSMENT

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

- As part of the Community Hubs programme, we will link into this to establish our community/universal offer for Children's Centres.
- Bringing together all services for children and young people with Special Educational Needs or Disability (SEND 0-25) with a view to a future lifelong service.
- One integrated front door and portal for targeted children's services
- Being the very best Corporate Parent – Our Looked after Children (LAC) are our highest priority – we will be the best Corporate Parent we can be. Our children and carers will be supported by a 'No wrong door' approach to our fostering service with meaningful 24/7 wrap around support for children, young people and carers to ensure placement stability and capacity.
- Develop a single Partnerships and Quality Assurance Unit

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

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

#### **Who will be affected by this proposal?**

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

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

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

Foster carers

#### **What positive impacts are anticipated from this proposal?**

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

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

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

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

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

#### **What negative impacts are anticipated from this proposal?**

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

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

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

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

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

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

N/A

**Version Control**

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

## COMMUNITY IMPACT ASSESSMENT

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

- The need to **foster good relations** between persons who share a protected characteristic and those who do not.

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

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

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

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

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

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

#### **Mainstream Transport**

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

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

The Council will main its programme of reviewing routes to school and college to determine whether it might be possible to withdraw the entitlement to free transport on the grounds that they meet the Council's criteria as



available to a child or young person to walk to school accompanied by an adult as necessary. The outcome of such reviews would be subject to consultation with the local community and decision by a Member Service Appeals Panel.

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

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

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

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

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

#### What will the impact be?

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

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

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

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

## Positive Impact

- The changes may prompt more independent travel and improve better outcomes for young people.
- PBs may appeal to some parents to have a lump sum to transport children themselves.
- A benefit of PBs could be that parents feel more involved in their child's learning and school life when they bring their child to the school
- Parents from other local authorities operating PBs report that transporting their own children to school has led to meetings with other parents that have children with similar needs and this has led to opportunities for peer support and socialising
- Children may be supported to develop independent travel skills which prepare them for life outside school and adulthood if parents choose to take them to school by methods such as public transport or cycling
- Community resilience may be encouraged in situations where parents cooperate and pool their children's PBs e.g. Cooperation with a local community transport or community car scheme.
- Parents and young people are empowered to make decisions about their child through increased choice

## Negative Impact

### Mainstream

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

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

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

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

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

### SEND Transport

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

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

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

**Neutral Impact**

There is no foreseeable impact

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

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

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

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

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

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

**Community Cohesion**

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

There is no impact upon community cohesion

**Version Control**

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

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area	Officer undertaking the assessment
CFA, Children Social Care Services	Name: Judith Davies
Service / Document / Function being assessed	Job Title: Head of Commissioning Enhanced Services
Looked After Children Savings & LAC Inflation Savings	Contact details: 01223 729150
<b>Business Plan Proposal Number</b> A/R.6.213	Written 22.10.2016
	Approved 22/10/16
Aims and Objectives of Service / Document / Function	
<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. The scope covers a large number of individual work streams and projects, some of which already have their own impact assessments and some which may require a specific assessment as plans are refined.</p> <p>The scope of the strategy covers the following outcomes:</p> <ol style="list-style-type: none"> <li><b>1. Families are supported to stay together</b></li> <li><b>2. Risk is managed confidently and support is provided for families at the edge of care</b></li> <li><b>3. Children remain in education</b></li> <li><b>4. Placements for children are in county and with a family</b></li> <li><b>5. Children are moved through the care system quickly</b></li> </ol>	
What is changing?	
<p>Award inflation at 0.7% rather than 1.7%</p> <p>This will be by making £320K savings from the use of virtual beds. The remaining saving will come from reducing the cost of the top 50 high cost placement, make further savings through fee negotiations and making savings from on cost of supported lodgings. Award inflation at 0.7% rather than 1.7%</p> <p>This strategy is about supporting families to stay together to reduce the number of children becoming looked after in Cambridgeshire , on minimising the time children spend in care and therefore reduce the expenditure on care arrangements for children and young people. As corporate parents our first duty is to prevent children from being harmed. We retain our commitment to providing children who do become looked after with care arrangements and placements which fully meet their needs.</p> <p>The decreasing availability of resources means we must reduce both numbers of children in care and the expenditure on the support we provide. This strategy is part of the long term strategic business planning work being undertaken across all areas of the County Council to ensure our finances are sustainable and requires a fundamental shift in meeting the needs of children and families at risk.</p>	

The overarching vision for services in 2020 is that “children, families and adults in Cambridgeshire live independently and safely within strong and inclusive networks of support. Where people need our most specialist and intensive services, we will support them.”

For children at risk of harm the network of support will include schools, emergency services, health partners, community groups and families working together to make plans that keep children safe and independent.

Within the context of this overarching framework for CFA, this Strategy sets out in detail how we will support families to stay together in the interests of children and how we will provide care most cost-effectively where children cannot live safely with their families.

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

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

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

### Who is involved in this impact assessment?

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

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

#### Council Officers:

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

#### Service Users:

- Young People

#### Service Providers:

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

**Other Stakeholders:**

- Members

This update was written by the Project Manager managing the strategy, and approved by the Head of Commissioning Enhanced Services in Children, Families and Adults.

**WHAT WILL THE IMPACT BE?**

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

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

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

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

**Positive Impact**

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

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

**Neutral Impact**

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

## Negative Impact

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

Greater reliance will be placed on early help services, to harness community and extended family resources and on specialist services offering targeted intervention in order to enable children to remain in their homes. This will place considerable strain on the system requiring us to offer help to only the most vulnerable.

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

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

## Issues or Opportunities that may need to be addressed

### Groups affected:

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

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

2. Parents and Families in need

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

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

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

- There will need to be fewer children in care
- More children in care will be placed in Cambridgeshire rather than out of county or at a distance from their community and this may not deliver the provision that best meets their needs
- A greater proportion of children in care will need to have placements with in-house services rather than with private providers and these may not offer stability or be forthcoming
- LAC will be given clearly planned journeys through care with no drift in care planning and fewer changes of placement.
- Children leaving care will need to be able to live more independently and will need the skills to allow them to cope when they reach adulthood.
- The Council will need children coming into care to be planned and not through emergencies which are expensive and often out of authority

- We need fewer vulnerable children excluded from school and this needs services to monitor that may be facing significant reductions.
- Without greater early support children and families identified as at risk will still need access to care
- Disengagement and disaffection amongst vulnerable children and young people will be a challenge in school and the Council will have to rely on excellent teaching and learning and an engaging curriculum.

#### Key impacts on Parents and Families are

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

#### Key impacts on Council Officers are

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

#### Key impacts on external providers are

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

#### **Evidence**

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

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

#### **Plans to mitigate impact**

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



**Review**

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

**Community Cohesion**

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

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

**Version Control**

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

## COMMUNITY IMPACT ASSESSMENT

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

**Are there other impacts which are more neutral?**

N/a

**Impacts on specific groups with protected characteristics**

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

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

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

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

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

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

**Version Control**

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

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment	
CFA, Public Health Directorate		Name: Tony Lacey  Job Title: Health Improvement Specialist  Contact details: 01223 703253  Date completed: 22 Sept 2016  Date approved: 23.9.2016	
Proposal being assessed			
Pathways to access contraception and sexual health services for priority groups			
<b>Business Plan Proposal Number (if relevant)</b>	A/R.6.216		
Aims and Objectives of the Service or Function affected			
<p>The aims are as follows.</p> <p>To reduce the number of unplanned pregnancies amongst Looked After Children and Care Leavers and other high risk vulnerable groups.</p> <p>Children born to Looked After Children and care leavers have a high risk of entering care themselves so a second aim is to reduce the number of children entering care.</p> <p>The objective is to establish easy access to contraceptive services for these high risk groups through a “fast track” pathway.</p> <p>Vulnerable Groups include people with substances misuse problems, people with mental health problems Looked After Children and Care Leavers</p>			
What is the proposal?			
<p>To provide intermediate level training to 100 staff from targeted services in residential children’s homes, drug and alcohol services, adult mental health services, the Youth Offending Service, the 18-25 team and Domestic Violence Adviser team. We will purchase 12 contraception boxes for offices of services attending training for use with clients.</p> <p>To establish a direct access pathway to contraceptive services for groups that have a high risk of unplanned pregnancies. Long acting reversible contraception is acknowledged to be the most effective form of contraception for high risk groups that often have chaotic lifestyles and this will be the contraception form that will be offered in the pathway. Though alternatives will be available.</p> <p>The Cambridgeshire Sexual and Reproductive Health Services (iCaSH) have worked with Cambridgeshire County Council to develop a priority access pathway to contraception and sexual health for people from priority groups.</p> <p>The priority groups include Looked after Children and Care Leavers, people with substance misuse or mental health issues.</p> <p>The Green Alert Pathway fast tracks the target group to contraception services. It allows support workers for priority vulnerable groups to have initial direct telephone contact with an iCaSH Health Advisor The service users’ contraception needs will be discussed along with the provision of appropriate advice and guidance to both the support worker and service user When appropriate a priority appointment for service users can be allocated that will provide fast access to contraception.</p> <p>The support workers who use the Green Alert Pathway are also to be provided with additional sexual and reproductive health training including an element that particularly focuses on LARC.</p> <p>There will be a provision of intermediate level training to 100 staff from targeted services in residential children’s homes, drug and alcohol services, adult mental health services, the Youth Offending Service, the 18-25 team and Domestic Violence Adviser team. We will purchase 12 contraception boxes for offices of services attending training for use with clients.</p>			

<b>Who will be affected by this proposal?</b>
.
The proposal is targeted at the priority vulnerable groups described above and will cover the whole of Cambridgeshire.
<b>What positive impacts are anticipated from this proposal?</b>
<p>The positive impact will be as follows</p> <p>Improved immediate access to contraception by high risk groups</p> <p>Improved knowledge about contraception amongst the target groups and staff working with them</p> <p>Reduce the risk of an unplanned pregnancy and the child entering the care system</p>
<b>What negative impacts are anticipated from this proposal?</b>
This pathway may put pressure on the iCaSH ability to deliver on its current contracted activity.
<b>Are there other impacts which are more neutral?</b>
Not applicable

### Impacts on specific groups with protected characteristics

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

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

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

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

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

#### Version Control

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

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
CFA, Children's Social Care		Name: Rachel Watson  Job Title: Professional Lead for Systemic Practice  Contact details: Rachel.Watson@cambridgeshire.gov.uk  Date completed: 19.9.2016  Date approved: 23.9.2016
<b>Proposal being assessed</b>		
Enhanced intervention service for children with disabilities  (Edge of Care: children with disabilities and behaviour that challenges- PBS clinical service)		
<b>Business Plan Proposal Number (if relevant)</b>	A/R6.217	
<b>Aims and Objectives of the Service or Function affected</b>		
<p><b>National picture:</b></p> <p>Around 415,000 children in the UK have learning disabilities and display behaviours that challenge (Challenging Behaviour Foundation, 2014). The Department of Health review, Transforming Care, (DoH, 2012) published following the discovery of abuse of people with learning disabilities at Winterbourne View states that "the norm should always be that children, young people and adults live in their own homes with the support they need for independent living within a safe environment"</p> <p>Four years after the DoH publication, between 100 and 300 children are currently living in assessment and treatment units. Over 1000 children with learning difficulties or ASC are boarding in residential schools, over one third of them in another local authority.</p> <p>Evidence based early interventions, delivered locally and at the right time can improve wellbeing and reduce challenging behaviour. They can also deliver considerable savings in long term care costs. A financial review of the Bristol Positive Behaviour Service, specifically set up to address this problem, estimated savings of 1.8 million over four years. A similar service in Ealing found that almost all of the children they worked with were able to continue living with their families. The service cost £109,337 for one year for seven young people. This is significantly less than the annual financial cost of one residential placement. The economic case for offering intensive PBS services to reduce challenging behaviour and support people with learning disabilities to live at home is convincing and there are well established models of good practice to draw upon.</p>		
<b>What is the proposal?</b>		
<p>This proposal seeks to establish an Enhanced Intervention Service in Cambridgeshire. The purpose of the team would be to reduce the number of children with disabilities placed in out of county residential homes, to enable children to safely live with their family and access education in their local area.</p> <p>The Enhanced Intervention service would augment treatment as usual rather than seek to replace or fill gaps in existing services.</p> <p>All of the good practice models available emphasise the importance of an intensive, multi-agency, multi-disciplinary approach. Although this proposal is limited by being entirely based within social care, by building in service evaluation, development and professional networking time, this can be addressed and overcome longer term, whilst still offering a much improved, effective service for children and families.</p>		

Interventions would include the following:

Clinical psychology interventions drawing primarily on Positive Behaviour Support

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

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

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

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

#### **Who will be affected by this proposal?**

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

#### **What positive impacts are anticipated from this proposal?**

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

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

#### **What negative impacts are anticipated from this proposal?**

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

#### **Are there other impacts which are more neutral?**

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



### Impacts on specific groups with protected characteristics

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

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

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

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

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

### Version Control

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

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment	
CFA, Youth Support Service		Name: Vickie Crompton  Job Title: Space Strategic Lead  Contact details: 07900160761  Date completed: 15/9/16  Date approved: 23.9.2016	
Proposal being assessed			
SPACE Project – Helping mothers to prevent repeat removals			
Business Plan Proposal Number (if relevant)	A/R.6.218		
Aims and Objectives of the Service or Function affected			
<p>The Space Programme works to engage with mothers who have had their baby permanently removed from their care, with the aim of reducing the likelihood of it happening again. The programme works with mothers and their partners where appropriate, to help them understand the range of issues they face and which may have contributed to their child becoming permanently removed in the first place. In partnership with other agencies, the programme works to promote positive relationships, self-esteem and confidence and assertiveness, whilst encouraging access to universal and specialist services that can help mothers live healthier lives</p> <p>The project works to engage with mothers who have had their baby (up to 48 months) permanently removed from their care, with the aim of reducing the likelihood of it happening again.</p> <p>The programme works with mothers and their partners where appropriate, to help them understand the range of issues they face and which may have contributed to their child becoming permanently removed in the first place. In partnership with other agencies, the programme works to promote positive relationships, self-esteem and confidence and assertiveness, whilst encouraging access to universal and specialist services that can help mothers live healthier lives</p> <p>The project centres on an outreach model of two key posts, a Community Psychiatric Nurse and an outreach worker who is a specialist in homelessness and those women who are chronically excluded.</p> <p>Workers engage on a voluntary basis with women who have been referred to the service and consented for the project to contact them. They work flexibly, on issues which the woman wants to engage with, such as housing, benefits, health, and do NOT work to return children to their parents or indeed, to “prepare” her for the next baby.</p> <p>“Space” aims to work with mothers and their partners where appropriate, to support them to understand the range of issues they face and which may have contributed to their child becoming permanently removed. The project will support these women to access, and sustain access to, contraception and sexual health services. The project works with women, their partners, wider family, social networks, to promote positive relationships, self-esteem and confidence and assertiveness, whilst encouraging them to access universal and specialist services that can support them in living healthier lives. A key aspect is the work in partnership with other agencies to facilitate access to a range of services.</p> <p>The integrated model draws on both practical interventions alongside therapeutic ones, covering all areas of a woman’s life, which she can access when she feels ready. There is a focus on a holistic approach, some practical elements and some more therapeutic.</p> <p>The service aims to engage with 40 women each year and work to increase their holistic functioning and use of LARC (Long Acting Reversible Contraception), reducing the likelihood of a repeat removal.</p>			
What is the proposal?			

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

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

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

#### **Who will be affected by this proposal?**

The programme covers all areas of Cambridgeshire.

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

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

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

#### **What positive impacts are anticipated from this proposal?**

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

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

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

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

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

#### **HOUSING RELATED**

Arranging to have raw sewage cleared up from the garden

Made Housing Applications for several clients

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

Moved her to own accommodation in a new area

Supporting her to downsize property

## **HEALTH RELATED**

### **Physical**

LARC in place x8

Health Investigations required to get LARC x2

Health Check with GP x3

Supported to move house and support with decorating her new home

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

Dental visit and check

Registered with GP

### **Mental**

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

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

Mental Health more stable as she is taking her prescribed medication

## **FINANCE**

Supported with budgeting and debt management

Sorted out and checked all benefits with her x2

## **PERSONAL SAFETY**

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

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

Separated from abusive partner x2

## **OTHER**

Enabled her to have identification documents

Increased self esteem

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

Pursuing options re further education

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

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

Client engaged with CORUM counselling

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

**What negative impacts are anticipated from this proposal?**

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

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

**Are there other impacts which are more neutral?**

**Impacts on specific groups with protected characteristics**

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

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

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

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

<b>Details of Disproportionate Impacts on protected characteristics and how these will be addressed</b>
<p>The service focussed on vulnerable women, the majority of whom have been subjected to high risk domestic abuse and many have suffered sexual violence as children and as adults.</p> <p>The service works peripatetically, so those women who live in rural areas and have poor access to universal services would no longer receive this support.</p>

**Version Control**

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

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment	
CFA, Children's Social Care		Name: Fiona Van Den Hout  Job Title: Head of Service, Children's Social Care: Access, CIN and LAC Units, East Cambs, South Cambs and Cambridge City  Contact details: Fiona.VanDenHout@cambridgeshire.gov.uk  Date completed: 22/09/16  Date approved: 23.9.2016	
Proposal being assessed			
Systemic family meetings to be offered at an earlier stage to increase the number of children being diverted from LAC placements			
<b>Business Plan Proposal Number (if relevant)</b>	A/R.6.219		
Aims and Objectives of the Service or Function affected			
<p>Systemic family meeting have two functions. Firstly, to utilise family, friends and community networks to improve and maintain children and young people's lives at home. Secondly, to work with family and friends networks to contingency plan how a child or young person will be cared for if the situation does not improve at home, to avoid the child becoming looked after. Recently there has been a narrowing of criteria for these meetings in Cambridgeshire as annual expenditure has been reduced and the primary function of meetings has become the contingency planning. Currently, a case must be on the edge of care to be considered for the intervention and the vast majority of cases are 'pre-proceeding meeting' (PLO) level or at court proceedings.</p>			
What is the proposal?			
<p>Change the referral criteria for systemic family meetings so they take place with families at an earlier stage - at the point just before beginning a child protection plan. This would enable us to work with a larger group of 390 children at Child Protection level, rather than 240 at court proceedings level.</p> <p>This would mean moving the delivery from pre-court proceedings to the point just before the social worker is about to begin a child protection plan. Our experience is that, by the time cases get to pre-court proceedings, relationships with wider family members have often been exasperated and the likelihood of a successful family placement is diminished. In addition, the preventative element of the service is lost i.e. working with the family so that the child doesn't have to leave the family home at all. The breakdown in relationships and motivation by the time the case reaches court proceedings is arguably reflected in the number of meetings that are cancelled by families before they take place.</p> <p>The conversion rate from the referral to a meeting actually taking place has decreased significantly since the referral criterion has been tightened. In 2008/09 the conversion rate was 89%, gradually dropping to 65% in 2014/15 and to 41% in the first half of 2015/16. Poor conversion rates mean a reduction in successful outcomes in regards to family placements but are also costly to the Council as much of the preparatory work will have been done by staff which can often add up to almost two weeks of work per conference.</p>			
Who will be affected by this proposal?			
<p>Families with children across Cambridgeshire who are subject to a child protection plan</p> <p>Families with children across Cambridgeshire who are subject to court proceedings</p>			

<b>What positive impacts are anticipated from this proposal?</b>
<p>More children will be enabled to remain at home and will not become looked after (data tells us that Looked After Children have poorer outcomes)</p> <p>Families will become more stable as a result of a systemic family meeting</p> <p>Families are less likely to escalate to court proceedings, reducing stress that can be experienced</p>
<b>What negative impacts are anticipated from this proposal?</b>
None
<b>Are there other impacts which are more neutral?</b>
None

#### Impacts on specific groups with protected characteristics

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

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

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

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



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

**Version Control**

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

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
CFA, Children Social Care		Name: Jill Blose .....
<b>Proposal being assessed</b>		Job Title: Group Manager Fostering .....
Increase the capacity of in-house foster caring		Contact details: 01480 372494 .....
<b>Business Plan Proposal Number (if relevant)</b>	A/R.6.220	Date completed: 22/09/16.....
		Date approved: 23.9.2016
<b>Aims and Objectives of the Service or Function affected</b>		
<p>As a Local Authority, Cambridgeshire remains committed to providing a comprehensive and effective Fostering Service for children looked after, who need foster care families to grow up in.</p> <p>The service recruits, assesses and trains prospective foster carers. Once approved the service is responsible for ongoing training, development, support and review of fostering households.</p> <p>In addition to the work undertaken within mainstream fostering and foster carer recruitment, the service is also responsible for assessing and supporting kinship foster carers, private foster carers and delivering a family based short breaks service. The Fostering Service ensures that the services offered are based on statutory requirements, sound principles and good practice.</p> <p>The fostering duty/ family finding unit within the fostering service is responsible for identifying appropriate approved in house carers who can meet the identified needs of the children referred for placements whether on an emergency/urgent basis or planned long term/ permanent basis.</p> <p>Those placements that cannot be suitably matched with in-house carers are referred back to the CFA access to resources team for a search of independent fostering placements.</p> <p>There are currently 109 households offering up to 222 placements on 22/9/2016 of which 170 were occupied.</p> <p>In addition there were multiple kinship foster placements</p>		
<b>What is the proposal?</b>		
<p>Reduce spending on foster placements from external carer agencies by increasing the capacity of the in-house service.</p> <ul style="list-style-type: none"> <li>The proposal is to continue to increase the in house foster carer capacity through the recruitment and assessment of local foster carers in order to ensure we have approved foster carers with a wide mix of skills who can meet the needs of the children being looked after by Cambridgeshire County Council</li> <li>Increasing our range of provision; will enable greater placement choice and flexibility. Having more children placed with in house fostering placements will provide an increased sense of stability, security and permanence for our looked after children. It should reduce the number of placement moves and potential for disruptions as local services are more readily available to support the child and carers. It will also increase the likelihood of children returning home.</li> <li>This should in turn decrease the Councils dependency and use of external placements</li> </ul>		

**Who will be affected by this proposal?**

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

**What positive impacts are anticipated from this proposal?**

- Reduction in costs on external placement budget
- Less pressure on existing foster carers,
- Closer matching of children and fostering households, therefore reducing placement disruption and improved retention of foster carers.
- Children more likely to be placed with 20 miles from home and therefore closure to the family/community of origin
- Children places out of their local area are more likely to fail in reaching their potential and will require more support later in their lives as they lose their local support systems.
- When children are placed at a distance, this has an impact on the Social Worker's capacity given the additional travel and time when visiting the placement in fulfilling their statutory responsibilities. Placing children closer to their community will prevent this pressure on the children's social work Teams/Units

**What negative impacts are anticipated from this proposal?**

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

**Are there other impacts which are more neutral?**

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

### Impacts on specific groups with protected characteristics

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

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

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

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

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

### Version Control

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

## COMMUNITY IMPACT ASSESSMENT

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

The work will also ensure that support provided to families with multiple needs, where there is an adult who is a patient of adult mental health services in CPFT, experience a much more coherent and integrated response.

**What negative impacts are anticipated from this proposal?**

None

**Are there other impacts which are more neutral?**

No

**Impacts on specific groups with protected characteristics**

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

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

Impact	Tick if disproportionate impact
Age	<input checked="" type="checkbox"/>
Disability	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>
Marriage and civil partnership	<input type="checkbox"/>
Pregnancy and maternity	<input type="checkbox"/>
Race	<input type="checkbox"/>

Impact	Tick if disproportionate impact
Religion or belief	<input type="checkbox"/>
Sex	<input type="checkbox"/>
Sexual orientation	<input type="checkbox"/>
Rural isolation	<input type="checkbox"/>
Deprivation	<input type="checkbox"/>

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

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

## Version Control

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

## COMMUNITY IMPACT ASSESSMENT

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



Limited by funds available.

**Are there other impacts which are more neutral?**

### Impacts on specific groups with protected characteristics

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

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

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

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

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

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

### Version Control

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

## COMMUNITY IMPACT ASSESSMENT

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

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

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

**Are there other impacts which are more neutral?**

### Impacts on specific groups with protected characteristics

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

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

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

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

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

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

**Version Control**

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

## COMMUNITY IMPACT ASSESSMENT

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

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

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

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

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

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

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

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

## COMMUNITY IMPACT ASSESSMENT

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

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

### Impacts on specific groups with protected characteristics

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

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

Impact	Tick if disproportionate impact
Age	
Disability	
Gender reassignment	

Marriage and civil partnership	
Pregnancy and maternity	
Race	



Impact	Tick if disproportionate impact
Religion or belief	
Sex	

Sexual orientation	
Rural isolation	
Deprivation	x

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

#### Version Control

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

## COMMUNITY IMPACT ASSESSMENT

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

**Are there other impacts which are more neutral?**

This proposal has no community impact.

**Impacts on specific groups with protected characteristics**

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

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

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

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

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

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

## COMMUNITY IMPACT ASSESSMENT

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

This proposal has no community impact.

### Impacts on specific groups with protected characteristics

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

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

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

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

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

### Version Control

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

## COMMUNITY IMPACT ASSESSMENT

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

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### Impacts on specific groups with protected characteristics

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

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

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

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

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

### Version Control

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

## COMMUNITY IMPACT ASSESSMENT

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



- A reduction in fees will impact positively on the Looked after Children's budget.
- The reductions are intended to direct funding where the support is needed and to ensure that the Council are not paying for services or support that is not required.
- Creative and innovative ways of supporting young people may not only improve efficiencies but also the experience for the child/young person.

**What negative impacts are anticipated from this proposal?**

This strategy may impact negatively on Council – Provider relationships.

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

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

Providers may look to increase fees in other areas/services

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

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

**Are there other impacts which are more neutral?**

## Impacts on specific groups with protected characteristics

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

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

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

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

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

## Version Control

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

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment	
Children, Families and Adults Services		Name: Judith Davies  Job Title: Head of Commissioning Enhanced Services  Contact details: 01223 729150  Approved 23.11.2016	
Proposal being assessed			
Negotiating Placement Fees			
<b>Business Plan Proposal Number (if relevant)</b>	A/R.6.240		
Aims and Objectives of the Service or Function affected			
The service are external services providing residential care, education and supported accommodation services to the County Council. The aims of the services are to provide services in line with the assessed need of Looked After children and young people or children and young people requiring a Specialist education provision.			
What is the proposal?			
Negotiate the costs of external placements for Looked After Children. Savings of £70K			
What positive impacts are anticipated from this proposal?			
<div style="margin-left: 40px;"> <ul style="list-style-type: none"> <li>- A reduction in fees will impact positively on the Looked after Children's budget.</li> <li>- The reductions are intended to direct funding where the support is needed and to ensure that the Council are not paying for services or support that is not required.</li> </ul> </div>			

**What negative impacts are anticipated from this proposal?**

This strategy may impact negatively on Council – Provider relationships.

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

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

Providers may look to increase fees in other areas/services

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

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

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

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

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

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

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

#### **Version Control**

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

## COMMUNITY IMPACT ASSESSMENT

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

<b>What negative impacts are anticipated from this proposal?</b>
<ul style="list-style-type: none"> <li>- Low risk that potential foster carers will divert to this service when recruitment of foster carers is a priority strategy for the Council.</li> </ul>
<b>Are there other impacts which are more neutral?</b>

### Impacts on specific groups with protected characteristics

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

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

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

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

<b>Details of Disproportionate Impacts on protected characteristics and how these will be addressed</b>

Version Control

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



## COMMUNITY IMPACT ASSESSMENT

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

**What negative impacts are anticipated from this proposal?**

This strategy may impact negatively on Council – Provider relationships.

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

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

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

Providers may look to increase fees in other areas/services

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

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

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

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

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

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

<b>Rural isolation</b>	
------------------------	--

<b>Deprivation</b>	
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<b>Details of Disproportionate Impacts on protected characteristics and how these will be addressed</b>

**Version Control**

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

## COMMUNITY IMPACT ASSESSMENT

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

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

### Impacts on specific groups with protected characteristics

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

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

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

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

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

None

### Version Control

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

## COMMUNITY IMPACT ASSESSMENT

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

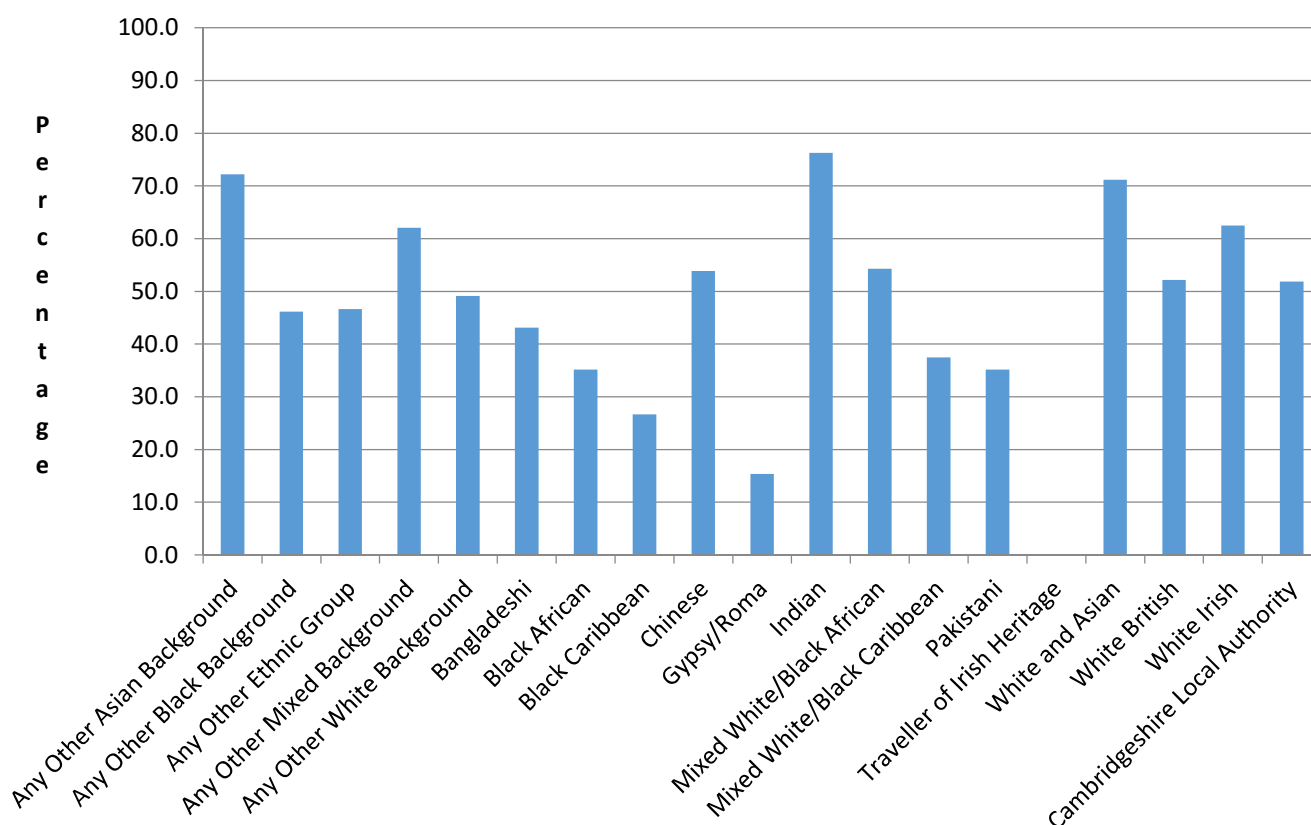
Removal of the de-delegation received from maintained primary schools in 2017-18 will require the Cambridgeshire Race, Equality and Diversity Service (CREDS) to cease the core offer to schools. This is the worst scenario case, any reduction in the de-delegation will result in a restructure of the service,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

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

#### **Who will be affected by this proposal?**

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

## KS2 Combined RWM 2016 - achieved standard



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

### What positive impacts are anticipated from this proposal?

None

### What negative impacts are anticipated from this proposal?

The potential negative impacts are outlined above.



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

### Impacts on specific groups with protected characteristics

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

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

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

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

<b>Details of Disproportionate Impacts on protected characteristics and how these will be addressed</b>
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Dissolution of CREDS will mean that many children from minority ethnic groups currently supported to access and participate in education may no longer receive this additional support. Families who use CREDS' bilingual support staff and home-school liaison officers to access and make use of services will be less able to participate in and contribute to life in the community.

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

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

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

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

## Version Control

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

## 4.2 Adults and Older People

### COMMUNITY IMPACT ASSESSMENT

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

Currently as the knowledge about setting up of a direct payment and the ongoing monitoring of a direct payment is varied, customers will potentially have a very different experience when it comes to the setting up arrangements.

Having a centralised team will start to drive consistency, efficiency and offer a more equal approach which should improve customer experience and overall business monitoring.

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

#### **What positive impacts are anticipated from this proposal?**

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

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

Provide a more Efficient setting up of a direct payment.

Apply a consistent application of policy and procedures

Improve communication to all

Provide expert knowledge to customers and staff

Reduce workload of locality business support teams.

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

#### **Management Benefits**

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

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

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

#### **Service user benefits**

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

Delays in processing a direct payment request should reduce

One point of contact for service user

#### **Benefits to locality teams**

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

Better management info – more accurate budget forecast.

One point of contact for locality teams.

Improvement in communication around service user contribution following financial assessment.

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

#### **Opportunity**

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

#### **What negative impacts are anticipated from this proposal?**

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

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

#### **Are there other impacts which are more neutral?**

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### Impacts on specific groups with protected characteristics

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

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

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

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

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

### Version Control

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

## COMMUNITY IMPACT ASSESSMENT

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

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

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

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

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

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

#### What will the impact be?

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

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

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

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

#### Positive Impact

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

#### Negative Impact

None identified

#### Neutral Impact

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

<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.

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



## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
CFA, Adult Social Care		Name: Linda Mynott  Job Title: Head of Disability Service  Contact details: 01480 373220  Approved 14/09/16
Service / Document / Function being assessed		
Supporting people with physical disabilities and people with autism to live more independently		
<b>Business Plan Proposal Number (if relevant)</b>	A/R.6.111	
Aims and Objectives of Service / Document / Function		
<p>The Physical Disability Team (PD) and Adult and Autism Team in the context of the Transforming Lives model will focus on maintaining and increasing independence and the use of community resources and family networks where these are able to meet a person's needs. There will be an expectation that people access the Reablement service and Assistive Technology. Through this work we will reduce dependence on and provision of ongoing social care services. For those people who receive social care services, the Teams will ensure that eligible needs are met in the most cost effective way possible. This approach will include the expectation that people pay for chosen activities where the specific activity is a choice rather than the only way that eligible needs can be met. The Teams will continue to use a benchmark cost of what we would expect to pay for each type of care provision.</p>		

What is changing?
<p>The focus will be on developing independence and resilience of individuals and their networks through the Transforming Lives approach and the application of policy lines approved by Adults Committee in 2016.</p> <p>The Physical Disability &amp; Autism &amp; Adults Teams will reduce expenditure on ongoing social care services 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 (Children Young People Service) to improve preparation for independence - focusing on lifelong skills and employment skills for children with disabilities whilst still in education</li> <li>Ensuring that eligible needs are met in the most cost effective way possible, with benchmarking of unit costs being used to inform this approach</li> <li>An acceptance of greater levels of risk where services are meeting needs but not going beyond this to cover situations that might arise e.g. temporary changes in condition</li> <li>Expectation that people pay for activities that are their choice rather than specifically required to meet assessed eligible needs.</li> <li>Where there are a number of different ways to meet eligible needs, the most cost effective way will be adopted</li> </ul>

In addition practitioners will continue to:

- Work closely with partners; health, voluntary orgs
- Maximise the use the Reablement Service to promote independence
- Maximise use of Housing Related Support Services
- Maximise the use of sensory equipment
- Maximise moving and handling reassessments to reduce the use of 'double of care'
- Continue to maximise access to Visual Impairment Rehabilitation and Occupational Therapy
- Maximise the use of Assistive Technology

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

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

All relevant Adult Social Care managers  
Council Officers

**What will the impact be?**

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

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

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

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

**Positive Impact**

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

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

**Negative Impact**

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

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

- Greater expectation on carers to continue to provide care and support may lead to more pressure on carers

#### Neutral Impact

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

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

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

### Community Cohesion

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

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

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

## COMMUNITY IMPACT ASSESSMENT

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

No

### Impacts on specific groups with protected characteristics

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

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

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

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

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

### Version Control

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

## COMMUNITY IMPACT ASSESSMENT

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

The proposal will affect people on the Autistic Spectrum and Vulnerable Adults who do meet access criteria for Learning Disability Partnership, Physical Disability or Mental Health Services and are deemed to meet eligibility criteria.

**What positive impacts are anticipated from this proposal?**

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

**What negative impacts are anticipated from this proposal?**

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

**Are there other impacts which are more neutral?**

No

**Impacts on specific groups with protected characteristics**

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

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

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

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

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

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

**Version Control**

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



## COMMUNITY IMPACT ASSESSMENT

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

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

In addition practitioners will continue to:

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

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

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

Council Officers

#### What will the impact be?

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

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

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

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

Positive Impact
<p>The service is only provided to people with specific needs that meet the national eligibility criteria for social care and so the positive impact of the changes will be focused on people with those “characteristics”.</p> <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>
Negative Impact
<p>The service is only provided to people with specific needs that meet the national eligibility criteria for social care and so the negative impact of the changes will be focused on people with those “characteristics”.</p> <ul style="list-style-type: none"> <li>• Where it is possible to meet only eligible needs within a reduced level of funding on the health and social care package this will be implemented and therefore it is anticipated that a number of people will have a change in their package and an associated reduction in their personal budget to fund that package.</li> <li>• Choice will be informed and limited by the most cost effective way to meet assessed needs.</li> <li>• Greater expectation on carers to continue to provide care and support may lead to more pressure on carers however carers have a right to their own assessment and care plan under The Care Act and their needs will be taken into account in this way.</li> <li>• Expectations on independent sector providers to meet needs around social inclusion and activity within their funding to a greater extent than is expected currently.</li> <li>• Greater expectation on community resources to help meet the needs of those with a Learning Disability in their local area. Some areas of the county are currently in a better position than others to do this.</li> </ul>
Neutral Impact
<p>The characteristics where the impact is deemed as neutral are those which are not relevant as no distinction is made when delivering the service.</p>
Issues or Opportunities that may need to be addressed
<ul style="list-style-type: none"> <li>• Ensure resources in local communities are accessible to people with learning disabilities though teams working proactively and having a presence in those communities.</li> <li>• Ensure practitioners have knowledge and promote the use of assistive technology</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> <li>• Ensure that the service/personal budget offered is sufficient to meet eligible needs in the most cost effective way</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

## Version Control

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

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
CFA, Adult Social Care		Name: Tracy Gurney  Job Title: Head of The Learning Disability Partnership  Contact details: 01223 714692  Date completed: 19.09.16 .....  Date approved: 23.9.2016
Service / Document / Function being assessed		
Retendering for residential and supported living care for people with learning disabilities		
<b>Business Plan Proposal Number (if relevant)</b>	A/R.6.115	
Aims and Objectives of Service / Document / Function		
<p>The Learning Disability Partnership commissions a number of services from private and voluntary sector providers in response to the assessed eligible needs of individuals. These arrangements are through a number of framework contracts including those for 'residential and nursing' and 'supported living' the current framework contract for these services is due to expire on 31.3.16 with an option to extend for a further year. The framework contracts ensure legal arrangements with providers and clear specifications for quality of the services to be provided.</p> <p>Currently fees set weekly for residential and nursing care and hourly for supported living.</p>		
What is changing?		
<p>Where relevant, consider including: how the service/document/function will be implemented; what factors could contribute to or detract from this; how many people with protected characteristics are potentially impacted upon; who the main stakeholders are; and, details of any previous or planned consultation/engagement to inform the CIA.</p>		
<p>Contracts will be retendered in 2017-18 with the intention of reducing the unit cost of care. We have the opportunity to re-tender for services with clear parameters around price, imposing a ceiling price for Residential, nursing and Supported Living Services. Ceiling prices will be identified through in-depth analysis of current spend and current contract prices to identify a ceiling price for these services.</p> <p>Pricing schedules will require providers to breakdown their costs and in particular staff pay to assist in inflation related fee increases and negotiations linked to National Living wage in the future.</p> <p>Regional Terms and Conditions will also be adopted for Residential services. This will enable Cambridgeshire to both contribute to regional data and rely on regional data from other Local Authorities, credit agencies and CQC (Care Quality Commission) collated at a regional level.</p> <p><u>Who will be affected:</u></p> <p>Impact on the market – consultation with providers about fee structure and service specification to encourage applications, competition, and choice for service users. Support will also be offered to providers to undertake the process to improve successful bids and range of services available to meet need.</p> <p>Consultation with Service User groups</p> <p>Resources are required to facilitate the tender and require support from LDP, ART, procurement colleagues and project support (specifically Business Analyst)</p> <p>High resource demand on providers to complete tender</p> <p>Unsuccessful providers where service users in placement - impact on individuals using the services will be managed based on risk and support to improve/meet specification where appropriate.</p>		
Who is involved in this impact assessment?		
e.g. Council officers, partners, service users and community representatives.		
Council Officers		

**What will the impact be?**

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

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

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

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

Positive Impact
<p>The service is only provided to people with specific needs that meet the national eligibility criteria for social care and so the positive impact of the changes will be focused on people with those “characteristics”.</p> <p>This work will aim to achieve efficiencies in services without impacting on the service that an individual receives to meet their assessed and eligible needs.</p> <p>This also gives an opportunity to strengthen the requirements the service has around the service to be delivered through a revision of the service specifications for example to include outcome focused work and the need to facilitate independence.</p> <p>It is intended that we will gain improved information about pricing structure and staff pay to inform future fee increase requests.</p> <p>We will be able to have greater collaboration with regional processes and data in relation to these services.</p>
Negative Impact
<p>The service is only provided to people with specific needs that meet the national eligibility criteria for social care and so the negative impact of the changes will be focused on people with those “characteristics”.</p> <p>There is a possibility that should providers of existing services be unsuccessful through the retender process then this may mean a change in provider for service users potentially meaning a change in staff team or in the worst case scenario where they live. Work will be undertaken with providers in this situation to appropriately manage any risk which will include in the first instance support to improve / meet the specification where this is appropriate.</p>
Neutral Impact

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

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

Capacity within CCC to manage the resource intensive procurement process.

#### **Community Cohesion**

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

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

#### **Version Control**

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

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
CFA, Adult Social Care		Name: Andy Mailer
<b>Proposal being assessed</b>		Job Title: Strategy Manager
Using assistive technology to help people with learning disabilities live and be safe more independently without the need for 24 hrs or overnight care		Contact details: 01223 715 699
		Date completed: 20 <sup>th</sup> September 2016
<b>Business Plan Proposal Number (if relevant)</b>	A/R.6.116	Date approved: 23.9.2016
<b>Aims and Objectives of the Service or Function affected</b>		
<p>The LDP has an established changed programme focussed on the increased use of assistive technology to reduce the need for a range of night time care arrangements. The programme involves a small team of occupational therapy and assistive technology specialists reviewing eligible cases to identify alternative solutions that will support safe and independent living, without the need for 24 hour / night time support.</p>		
<b>What is the proposal?</b>		
<p>New and existing care packages will be reviewed by specialist Assistive Technology and Occupational Therapy staff to identify appropriate equipment which could help disabled people to be safe and live more independently. In particular we will seek to mitigate the need for support when people wake in the night. The programme has a proven track record of meeting needs while delivering savings over the last 3 years. Scope still exists for further savings by applying assistive technology to remaining services users and projects. These savings form a part of the overall care budget savings within the Learning Disability Partnership and are primarily driven by reducing the requirement for forms of night-time support.</p> <p>It is proposed that night staff levels and community hours are assessed using assistive technology to ensure that commissioned staffing levels are appropriate to the service user and reflect what they actually use and need.</p> <p>Occupational Therapists will enable independence by teaching daily living skills, recommending aids, technology &amp; adaptations, so that people are more independent and therefore less reliant on paid staff. Service users are then able to move on to the next stage of more independent living.</p> <p>Dual trained learning disability Occupational Therapists and Assistive Technologists will provide report on the persons individual care needs and set out a series of recommendations for implementation that will support and assist the person to live safely and independently. The report will be provided to the LDP team managers and care managers to implement through changes to the persons care package.</p> <p>All cases will be reviewed quarterly with the service and business development manager to ensure they remain appropriate to the needs of the individual. Changes will be identified and made as appropriate to ensure the safety of the individual.</p>		
<b>Who will be affected by this proposal?</b>		
.		
<p>This proposal will impact on all identified residents with a learning disability who meet eligibility for care and support under the Care Act 2014.</p>		
<b>What positive impacts are anticipated from this proposal?</b>		



### Health & Wellbeing

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

### Finance

- To bring additional savings and avoided costs to the County

### **What negative impacts are anticipated from this proposal?**

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

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

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

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

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

### **Are there other impacts which are more neutral?**

N/A

### Impacts on specific groups with protected characteristics

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

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

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

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

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

### Version Control

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

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
CFA, Adult Social Care		Name: Tracy Gurney  Job Title: Head of The Learning Disability Partnership  Contact details: 01223 714692  Date completed: 19.09.16 .....  Date approved: 23.9.2016
Service / Document / Function being assessed		
Developing new learning disability care models in Cambridgeshire to reduce the reliance on out of county placements		
Business Plan Proposal Number (if relevant)	A/R.6.117	
Aims and Objectives of Service / Document / Function		
<p>The Learning Disability Partnership has commissioned a number of specialists out of area placements within recent financial years due to the immediate need to meet people's assessed eligible needs and specialist health needs, these placements due to their specialist nature tend to be at a high cost.</p> <p>The objective of the business case linked to this assessment is to:</p> <ol style="list-style-type: none"> <li>1. Analysis and understanding of the drivers for expensive health and social care placements being made out of area and what would be needed locally to prevent this taking place both in the market and as an LDP service provision.</li> <li>2. Analysis and understanding of existing local market (health and social care) and how this might be better utilised to prevent out of area placements.</li> <li>3. Development of specifications and a tendering process for any new provisions identified as not currently being available locally or where it is available is at capacity and demand exceeds this.</li> <li>4. A project to relocate identified individuals into the existing or developed local provision.</li> <li>5. Analysis and understanding of respite provision in children's services where a high number of respite nights helps to maintain a families caring role and therefore avoid more expensive 24 hour provision</li> </ol>		
What is changing?		
<p>Where relevant, consider including: how the service/document/function will be implemented; what factors could contribute to or detract from this; how many people with protected characteristics are potentially impacted upon; who the main stakeholders are; and, details of any previous or planned consultation/engagement to inform the CIA.</p>		
<p>This work will entail a review of the most expensive out-of-county placements to inform the development of the most cost-effective ways of meeting needs by commissioning new services within county. In particular we know we will need to develop additional in-county provision with the expertise to manage behaviours that may be challenging. By replacing high cost out of county placements with new in-county provision tailored to our needs we will reduce overall expenditure on care placements.</p> <p>These savings are predicated on the assumption that a reduction made in out of area placements can be achieved and that a local provision could be provided which is more cost effective. It also assumes that the provision of additional respite capacity will maintain a family's ability to care and prevent or delay the need for more expensive 24 hour provision. There would be no savings attached to this as this is a demand management approach to delay or avoid increased costs for as long as possible.</p> <p>Commissioning capacity has been identified from within the service including through the appointment of an interim senior manager to carry out the analysis work around drivers for out of area placements, the current market and identifying the types of services that need to be developed locally. This will be done working jointly with consultants V4</p> <p>Where capacity is identified in existing local provision it is anticipated that where this would be a more cost effective option people would be able to move to these within year giving a part year effect saving and a project to achieve this will be put in place. This is yet to be scoped.</p> <p>Where it is identified that there is a need for new local specialist provisions to achieve this then the likely lead in time would mean a savings are more likely to be realised in 2018/19 as any new provider would need to identify</p>		

and adapt property (or build) as well as recruit and train a skilled staff team. The work in 2017/18 would focus on the development of specifications and tendering.

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

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

The proposal is therefore to develop a service to accommodate the need for emergency placements in county where a hospital admission is not required. There is demand from all five LDP locality teams for a good quality residential service that is ready and able to respond, often at short notice, to LDP service user accommodation and support needs which could include assessment to inform future commissioning requirements for an individual. In addition analysis of the provision of respite provision in children's services will be undertaken where this is operating as a shared care model and prevents the need for full time care and helps to maintain young adults in their family home for as long as this is appropriate. Once the demand for this is fully understood work will be undertaken to develop the respite provision/ capacity available locally to better meet this need and replicate the model in children's services. Currently the existing respite provision in the LDP is struggling to absorb this demand and there is a risk that the level of demand would prevent others accessing this valuable service and therefore risk the breakdown of other family care situations.

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

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

Council Officers

#### What will the impact be?

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

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

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

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

#### Positive Impact

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

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

#### **Negative Impact**

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

#### **Neutral Impact**

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

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

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

### **Community Cohesion**

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

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

### **Version Control**

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

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment	
CFA, Adult Social Care		Name: Andy Mailer  Job Title: Strategy Manager  Contact details: 01223 715 699  Date completed: 20 <sup>th</sup> September 2016  Date approved: 23.9.2016	
Proposal being assessed			
Review of Health partner contributions to the Learning Disability Partnership			
<b>Business Plan Proposal Number (if relevant)</b>	A/R.6.118		
Aims and Objectives of the Service or Function affected			
<p>The Learning Disability Partnership (LDP) operates as an integrated health and social care service commissioned by Cambridgeshire County Council (CCC) and Cambridgeshire and Peterborough Clinical Commissioning Group (CPCCG) with the County Council being the lead commissioner.</p> <p>As part of this arrangement the service operates a fully pooled health and social care budget. The current budget is made up of 80% County council funding and 20% health funding and includes a risk share agreement based on these percentages.</p>			
What is the proposal?			
<p>Negotiating with NHS for additional funding through reviewing funding arrangements, with a focus on continuing healthcare and joint funded packages.</p> <p>It has been agreed with CPCCG that work will be undertaken to provide evidence on which a review of the level of contribution to the services budget will be based. Work already undertaken in 2016/17 would evidence that the contribution made by the CPCCG is lower than required.</p>			
Who will be affected by this proposal?			
<p>This proposal will impact on all identified residents with a learning disability who meet eligibility for care and support under the Care Act 2014.</p>			
What positive impacts are anticipated from this proposal?			
<p>The LDP will continue to support service user Health &amp; Wellbeing, though the meeting of eligible need, including;</p> <ul style="list-style-type: none"> <li>Improved quality of life, dignity and well-being for service users</li> <li>Promotion of as much independence as possible for people who, otherwise, have very complex needs</li> <li>Service users are able to live well and to remain as independent as possible</li> <li>People at risk of harm are kept safe</li> <li>People able to live in a safe environment</li> <li>People live a healthy lifestyle and stay healthy for longer</li> <li>People have better access to specialist assessment and provision of equipment that best meets their needs</li> </ul>			
What negative impacts are anticipated from this proposal?			

None
<b>Are there other impacts which are more neutral?</b>
N/A

### Impacts on specific groups with protected characteristics

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

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

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

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

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

### Version Control

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

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
CFA, Adult Social Care		Name: Claire Bruin .....
<b>Proposal being assessed</b>		Job Title: Service Director Adult Social Care.....
Managing the assessment of Deprivation of Liberty cases within reduced additional resources		Contact details: 01223 715665.....
Date completed: 20-09-16 .....		Date approved: 23.9.2016
<b>Business Plan Proposal Number (if relevant)</b>	A/R.6.121	
<b>Aims and Objectives of the Service or Function affected</b>		
<p>The Deprivation of Liberty Safeguards (DOLS) was implemented in April 2009 to protect a group of people who are not able to give valid consent to their placements either in hospital or care home and that their care regime amounts to a deprivation of their liberty. At that time, government only estimated it could be as many as 50,000 of those admitted to care homes and 22,000 hospital in-patients – it was expected to mainly affect people with dementia, autism and learning disabilities and brain injuries.</p> <p>In March 2014 the House of Lords post-legislative scrutiny committee on the Mental Capacity Act (the “House of Lords committee”) published a report, which, amongst other matters, concluded that the DOLS were not “fit for purpose” and proposed their replacement. Following this, we also have the Supreme Court handing down a landmark judgment in the cases of P v Cheshire West and Another and P and Q v Surrey County Council [2014]. The impact of this is explained below.</p>		
<b>What is the proposal?</b>		
<p>The March 2014 Supreme Court judgement on Deprivation of Liberty requires councils to undertake a large number of new assessments, including applications to the Court of Protection.</p> <p>Funding was made available to increase capacity to undertake best interest assessments and process applications for DOLS. The national demand for staff who are trained as best interest assessors has meant that it has not been possible to deploy all the available funding in this way. This position is not expected to change, and so a saving has been identified against this budget</p> <p>The judgment also extended the application of Article 5 of the European Convention for Human Rights (ECHR) to those who live in their own homes (owned, rented, supported living or shared lives), and who lack the mental capacity to give valid consent as to where they should live or the level and type of care they need and are in receipt of publicly funded or publicly arranged care services. It also ruled that the person’s compliance or lack of objection to their placement, the purpose of it or the extent to which it enables them to live a relatively normal life for someone with their level of disability were all considered irrelevant to whether they were deprived of their liberty or not.</p> <p>This major change in the interpretation of the law has led to a very significant increase in the number of DOLS applications received by Local Authorities in England and Wales in their capacity as Supervisory Bodies. For example, Government figures show that there were a total of only 13, 000 DOLS applications in 2013/14. However, following the judgement, there were 119,500 applications in the first quarter of 14/15, with the number of applications increasing each quarter.</p> <p><b>Locally, the Council allocated £1,340K in 15/16 to meet the expected upsurge in referrals however due to the issues set out below, it was clear that not all of the allocation would be spent. Therefore, the business plan for 16/17 set out plans to reverse this investment by £540K in 16/17 and by £400K in 18/19. A review of the position has led to a revision of the reversal of £400K in 18/19. The revised proposal is to phase the reversal over two years, taking £100K in 17/18 and £300K in 18/19.</b></p> <p>Issues impacting on spend:</p>		



- Although we have seen a 10 fold increase in applications for DOLS, our ability to keep up with the demand for DOLS assessments has been hampered by an inability to recruit staff to carry out the assessments.
- Independent Best Interest Assessors have been used to complement the staff employed by the Council but they are in high demand, with all Local Authorities trying to increase capacity.
- The option of training more social workers to be Best Interest Assessors was considered but rejected because of the demands on the social work teams and the length of time (six months) that it takes staff away from their core role whilst they undertake the necessary training.

The cases waiting for authorisation are dealt with according to priority and the position is monitored on a regular basis by the MCA/DOLS management and development group which reports to the Safeguarding Adults Board.

#### **Who will be affected by this proposal?**

The proposal covers all of Cambridgeshire.

Those affected are:

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

#### **What positive impacts are anticipated from this proposal?**

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

#### **What negative impacts are anticipated from this proposal?**

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

#### **Are there other impacts which are more neutral?**

NA

## Impacts on specific groups with protected characteristics

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

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

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

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

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

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

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

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

### Version Control

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

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
CFA, Adult Social Care Services		Name: Louise Tranham .....
Service / Document / Function being assessed		Job Title: Contracts Manager, CFA .....
Rationalisation of housing related support contracts		Contact details: 01223 729139 .....
<b>Business Plan Proposal Number (if relevant)</b>	A/R.6.123	Date completed: 29.9.2016 .....
		Date approved: 23.9.2016
Aims and Objectives of Service / Document / Function		
<p>To provide support to vulnerable households placed in temporary accommodation by local councils where a statutory homelessness duty exists. The support provided ensures that households in need of additional support are able to maintain their accommodation and link with other statutory and voluntary services. The intention is to reduce repeat homelessness, provide support to maintain accommodation and ensure residents maximise their income and benefit entitlement.</p> <p>The accommodation based support is linked to the accommodation and is paid to the landlord. The support cannot continue after the resident has left.</p>		
What is changing?		
<p>Where relevant, consider including: how the service/document/function will be implemented; what factors could contribute to or detract from this; how many people with protected characteristics are potentially impacted upon; who the main stakeholders are; and, details of any previous or planned consultation/engagement to inform the CIA.</p>		
<p>In 2016-17 we completed a review of contracted services which support individuals and families to maintain their housing. A contract was terminated in November 2016, with the full-year effect of the associated budget reduction affecting the 2017-18 year.</p> <p>The funding for the accommodation based support contracts with Cambridge City Council (30 units) and Sanctuary Housing (8 units) will end on 31<sup>st</sup> March 2016. The funding for the Metropolitan Housing scheme (30 units) in Huntingdonshire will end at the end of the contract on 30<sup>th</sup> November 2016.</p> <p>A full review has been carried out which identified that the support needs currently being met through these contracts can be met by linking in with the multi-disciplinary floating support providers in these areas. The main stakeholders are the Service providers themselves and the district councils who make the referrals to the accommodation. These are clients who are owed an accommodation duty under the relevant homelessness legislation. Stakeholders were consulted as part of the service review and raised concerns about the support needs of residents living within the accommodation. However, it was decided that these support needs can adequately be met through an alternative model of floating support. Provided this is managed smoothly and the service can be accessed relatively quickly there should be little adverse impact on clients.</p> <p>The provision of floating support will ensure that service users can continue to be supported by the support provider when they move into more settled accommodation whereas at the moment the support ends when they move out.</p> <p>The government announcement last week does not effect this as the contract ends linked to the accommodation in Huntingdon and people who will receive support in the future will access it via the floating support contracts.</p>		
Who is involved in this impact assessment?		
e.g. Council officers, partners, service users and community representatives.		
<p><b>Led by:</b> Louise Tranham, CFA Contracts Manager</p> <p><b>Supported by:</b> Trish Reed, Interim Service Development Manager – Housing related support</p> <p><b>Council officers involved:</b> Alison Bourne/Louise Tranham, Contracts Manager</p>		

**What will the impact be?**

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

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

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

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

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

## Community Cohesion

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

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

#### Version Control

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

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
CFA, Adult Social Care Services		Name: Tracy Gurney  Job Title: Head of The Learning Disability Partnership  Contact details: 01223 714692  Date completed: 19.09.16 .....  Date approved: 23.9.2016
Service / Document / Function being assessed		
Supporting young people with learning disabilities to live as independently as possible		
Business Plan Proposal Number (if relevant)	A/R.6.125	
Aims and Objectives of Service / Document / Function		
<p>The Learning Disability service in the context of the Transforming Lives model will focus on maintaining and increasing independence and the use of community resources and family networks where these are able to meet a person's needs. Through this work we will reduce dependence on and provision of ongoing social care service.</p>		
<p><b>What is changing?</b>          Where relevant, consider including: how the service/document/function will be implemented; what factors could contribute to or detract from this; how many people with protected characteristics are potentially impacted upon; who the main stakeholders are; and, details of any previous or planned consultation/engagement to inform the CIA.</p>		
<p>This work has two elements which are focused on managing demand for long term funded services. 1. Work in children's services and in the Young Adults Team will ensure that young people transferring to the LDP will be expected to have less need for services. 2. Working proactively with people who are living at home with carers who are needing increased support to maintain their caring role for whatever reason. This work in children's services and in the Young Adult Team will ensure that young people transferring to the LDP will be expected to have less need for services. In addition, the Transforming Lives scheme will ensure that a wider range of family and community resources are used to help people meet their needs as well as promoting independence through short term funding, before considering long term provision</p> <p>In the field of Learning Disability, there is less opportunity to respond to emerging need, because the person will have a range of needs since birth or early childhood and over 90% of new people accessing the LDP young adults team on reaching 18 will already be in receipt of a funded service. Once people are receiving a service from the LDP it is likely this will be needed for many years and in many cases to the end of their lives. The collaborative working through the Preparing for Adulthood protocol, between Children's social care teams and the LDP young adult's team will ensure that eligible needs are met in the most cost effective way possible. This approach will include the expectation that people will pay for chosen activities where the specific activity is a choice rather than the only way that eligible needs can be met, that where possible assistive technology will be used to promote independence and reduce demand on social care services, particularly staffing. Working in this way, applying the transforming lives approach and the agreed policy lines will when an adult support plan is first developed or when emerging needs are identified once a plan is in place will reduce the cost of care and support plans.</p>		
<p><b>Who is involved in this impact assessment?</b>          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 expected impact on each of the following protected characteristics is positive, neutral or negative.

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

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

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

Positive Impact
<p>The service is only provided to people with specific needs that meet the national eligibility criteria for social care and so the positive impact of the changes will be focused on people with those “characteristics”.</p> <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> <li>• Closer collaborative working between the LDP young adults’ team and Children’s social care practitioners under the Preparing for Adulthood Protocol will ensure that the move to adult services is as smooth as possible with the support plan changing at a time that is appropriate to the young person.</li> </ul>
Negative Impact
<p>The service is only provided to people with specific needs that meet the national eligibility criteria for social care and so the negative impact of the changes will be focused on people with those “characteristics”.</p> <ul style="list-style-type: none"> <li>• Practitioners working with young adults in children’s social care services will work with individuals and families to devise an adult care and support plan with advice from the LDP young adults team as required. This may mean a change to people’s support or care provider although this will only be where necessary and will continue to ensure that eligible needs are met.</li> <li>• For existing packages where it is possible to meet only eligible needs within a reduced level of funding on the health and social care package this will be implemented and therefore it is anticipated that a review some people will have a change in their package and an associated reduction in their personal budget to fund that package.</li> <li>• Choice will be informed and limited by the most cost effective way to meet assessed needs.</li> <li>• Greater expectation on carers to continue to provide care and support may lead to more pressure on carers however carers have a right to their own assessment and care plan under The Care Act and their needs will be taken into account in this way.</li> <li>• Expectations on independent sector providers to meet needs around social inclusion and activity within their funding to a greater extent than is expected currently.</li> <li>• Greater expectation on community resources to help meet the needs of those with a Learning Disability in their local area. Some areas of the county are currently in a better position than others to do this.</li> </ul>

<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>
<ul style="list-style-type: none"> <li>• CFA has the opportunity to formally roll out the transforming lives approach in Children's services</li> <li>• Ensure resources in local communities are accessible to people with learning disabilities though teams working proactively and having a presence in those communities.</li> <li>• Ensure practitioners have knowledge and work to the preparing for adulthood protocol.</li> <li>• Ensure practitioners have knowledge and promote the use of assistive technology</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> <li>• Ensure that the service/personal budget offered is sufficient to meet eligible needs in the most cost effective way</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
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### Version Control

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



## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Older People and Mental Health		Name: Fiona Davies  Job Title: Interim Head of MH (CCC and PCC)  Contact details: 07720 531347  Date completed: 17.11.16  Date approved: 29.11.2016
Proposal being assessed		
Promoting independence and recovery and keep people within their homes by providing care closer to home and making best use of resources for adults and older people with mental health needs		
<b>Business Plan Proposal Number (if relevant)</b>	A/R.6.132	
Aims and Objectives of the Service or Function affected		
<p>The Council Transforming Lives Strategy aims to ensure that people are supported to recover and regain their lives, living as independently as they are able – with or without support. The overall aim is to support people to live in their own homes for as long as possible. Where this is not possible, the aim is that they should be supported in residential settings where they are supported to maintain their independence for as long as possible. Admission to nursing homes should only be required where the individual has a significant/severe disability or illness which means that they cannot be cared for in less restrictive settings or settings where care and support is less intensive.</p>		
What is the proposal?		
<p>Reducing the cost of care plans for adults and older people with mental health needs will lead to savings. We aim to reduce residential and nursing care costs and increase the availability of support in the community.</p> <p>Social Care staff employed by Cambridgeshire and Peterborough Mental Health Foundation Trust have been working hard to achieve the outcomes identified above. They have had significant success in doing so with a reduction in expenditure on care in care in homes for both adults and older adults, although for the latter group, this has resulted in a reduction in nursing home care packages but an increase in care packages in residential settings. This reflects the fact that these individuals are no longer able to live independently. However, they are able to live in less restrictive settings. Saving based on reducing in residential and nursing home care package numbers for adults of all ages at a rate consistent with the first half of 2016/17. The calculation takes account of an increase in residential care packages for older adults.</p>		
Who will be affected by this proposal?		
<p>.</p> <p>Adults of all ages with mental health needs living in Cambridgeshire will be affected by this proposal.</p>		
What positive impacts are anticipated from this proposal?		
<p>Adults with mental health needs will be supported to recover and regain their independence. Some will be supported to move towards complete independence, perhaps securing work or other meaningful daytime occupation. Others will be supported on an ongoing basis but at reduced levels having been supported to maximise their independence.</p>		

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

**What negative impacts are anticipated from this proposal?**

No negative impacts are anticipated from this proposal.

**Are there other impacts which are more neutral?**

There are no neutral benefits from this proposal.

**Impacts on specific groups with protected characteristics**

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

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

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

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

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

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

#### Version Control

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

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
LGSS Transactions		Name: Ashley Leduc .....
Proposal being assessed		Job Title: Service Delivery Manager.....
Increase in client contributions from improving frequency of re-assessment - older people & elderly mental health		Contact details: 07912 891860.....
<b>Business Plan Proposal Number (if relevant)</b>	A/R.6.134	Date completed: 12 <sup>th</sup> September 2016.....
Date approved: 23.9.2016		
Aims and Objectives of the Service or Function affected		
<p>Previously, financial reassessments for people who are receiving council funded services in the community were completed on an ad hoc basis. This meant that financial contributions did not increase in line with uplifts to state benefits or new income and capital being received.</p>		
What is the proposal?		
<p>Older people and those receiving elderly mental health services are not always being financially reassessed every year. The council will therefore reassess all clients more regularly to ensure that the full contributions are being collected. This programme has begun in 2016-17 and will continue into 2017-18 to complete.</p> <p>There are 2 things changing in terms of reassessing customers who receive community based services.</p> <ol style="list-style-type: none"> <li>1. A temporary reassessment team is being created to reassess all the customers in the community who have not had an up to date financial assessment in the last 12 months. This will enable the Council to up to date their records and increase contributions based upon inflationary increases in their income which they have received since their last financial assessment. It also gives the Council the opportunity review all financial circumstances including allowances afforded for housing and disability costs.</li> <li>2. All those customers who have received a financial assessment in the last 12 months will receive an automatic reassessment every April in line with increases to state benefits and private pensions. This will alleviate the need for the Financial Assessment team to manual reassess every 12 months and ensure that the Council can maximise financial contributions at the earliest possible point.</li> </ol> <p>The aim of this work is so that the Council can ensure that the customer has an up to date financial assessment regularly. This will enable the Council to maximise income being generated and to ensure that the charge is fair.</p>		
Who will be affected by this proposal?		
<p>.</p> <p>The proposal will affect all Adult Social Care customers across all of Cambridgeshire.</p>		
What positive impacts are anticipated from this proposal?		
<p>It is anticipate that income generation for the authority will be increased to the correct levels and will provide the Council the opportunity to identify those customers who have not maximised their benefit entitlement. The proposal also means that less staff time is being spent reassessing customers and can be better focussed on improving the customer experience.</p>		
What negative impacts are anticipated from this proposal?		

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

**Are there other impacts which are more neutral?**

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

**Impacts on specific groups with protected characteristics**

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

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

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

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

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

**Version Control**

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

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Children, Families and Adults, Older People Service		Name: Jackie Galwey  Job Title: Head of Operations - complex and long term Older People  Contact details: 01223 699332  Date completed: 21.9.2016  Date approved: 23.9.2016
Proposal being assessed		
Helping older people to take up their full benefits entitlements		
<b>Business Plan Proposal Number (if relevant)</b>  	<b>A/R.6.140</b>	
Aims and Objectives of the Service or Function affected		
<p>There is scope for additional income stemming from helping people to take up their full entitlement to benefits – in particular around attendance allowance. This could potentially provide a savings of -£45K for 2017/18</p>		
What is the proposal?		
<p>The council will work with service users to ensure that they receive the full benefits to which they are entitled. This is expected to increase service user contributions.</p>		
Who will be affected by this proposal?		
<ul style="list-style-type: none"> <li>• Older People service users</li> <li>• OP Social Care Teams</li> <li>• Welfare Benefits team</li> </ul>		
What positive impacts are anticipated from this proposal?		
<p>Service users would receive all of their entitled benefits, which would then contribute towards their care. This would mean less finance pressures for the service user and savings for the Council.</p>		

<b>What negative impacts are anticipated from this proposal?</b>
There is no foreseeable negative impact to this proposal.
<b>Are there other impacts which are more neutral?</b>
Service users would still receive the same service

### Impacts on specific groups with protected characteristics

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

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

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

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

<b>Details of Disproportionate Impacts on protected characteristics and how these will be addressed</b>

### Version Control

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

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment	
CFA, Older People and Mental Health Services		Name: .....Geoff Hinkins  Job Title: ..... Senior Integration Manager  Contact details: ..... 01223 699679  Date completed: ..... 22 September 2016  Date approved: 23.9.2016	
Proposal being assessed			
Savings from Homecare: re-tendering of home care to develop the market through a number of best practice initiatives including the expansion of direct payments			
<b>Business Plan Proposal Number (if relevant)</b>	A/R.6.143		
Aims and Objectives of the Service or Function affected			
This business case / transformation bid will focus specifically on the piloting of an alternative but complementary approach to home-based care that would seek to offer alternate solutions to traditional homecare - while still improving service user outcomes, promote independence, and realise savings to the Council. Specifically this approach would focus on personalised care delivered via micro-enterprises and personal assistants funded via direct payments as alternatives to traditional homecare.			
What is the proposal?			
This proposal will focus specifically on piloting an alternative but complementary approach to home-based care that would try and find alternative solutions to traditional homecare - whilst still improving outcomes for service users, promote independence, and achieve savings to the Council. Through the tendering process for home care, the Council will engage potential providers within a price range consistent with achieving this saving.			
Who will be affected by this proposal?			
.			
The work will affect older people who have eligible social care needs across the whole of Cambridgeshire. It may be taken forward in specific local areas but this is to be determined.			
What positive impacts are anticipated from this proposal?			
It is anticipated that this proposal will offer greater choice and control to service users, providing new ways of commissioning care that are more flexible and more closely suited to their individual needs.			
What negative impacts are anticipated from this proposal?			



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

**Are there other impacts which are more neutral?**

### Impacts on specific groups with protected characteristics

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

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

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

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

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

### Version Control

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

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
CFA, Older People & Mental Health		Name: Diana Mackay.....
<b>Proposal being assessed</b>		Job Title: Service Development Manager.....
Using assistive technology to support older people to remain independent in their own homes		Contact details: Diana.mackay@cambridgeshire.gov.uk
<b>Business Plan Proposal Number (if relevant)</b>	A/R.6.145	Date completed: 20 <sup>th</sup> September 2016 .....
Date approved: 23.9.2016		
Aims and Objectives of the Service or Function affected		
<p>Older People's Services provide and commission preventative and ongoing care for older people in Cambridgeshire. The needs of older people are assessed and where care is required a plan is designed and is usually commissioned to provider organisations. Very broadly the care provided to older people with eligible needs can be categorised as either (a) domiciliary or community-based, where people live in their own homes and receive regular care visits and (b) residential care, where people move into a different care setting which might be a form of supported accommodation, a residential home or a nursing setting.</p> <p>Assistive Technology is used alongside the provision of care to help meet people's needs and to enable them to remain as independent as possible. The use and installation of technology in people's homes can help them to continue to live there and delay or avoid the need to move into residential care settings. 'Assistive Technology' can refer to a wide range of forms of technology and equipment used to help with communications, mobility, security, alarms, hygiene and to support people to complete daily tasks. It also sits alongside 'community equipment' which tends to refer to physical alterations to homes such as grab rails, hoists, locks and similar which again help adapt a home to make it possible for an elderly person to continue to live there.</p> <p>For Older People the provision of assistive technology is led by the Assistive Technology Team (ATT) who undertake assessments, advise on appropriate technology, monitor its use and support the wider organisation to embed technology in care planning for service users.</p> <p>This proposal relates to an expansion of assistive technology and how this might impact on the care provision described above.</p>		
What is the proposal?		
<p>The proposal is to invest in and expand the use of Just Checking (or similar) equipment to reduce spending in older people's services. As part of a social care assessment the equipment gives us a full report of a person's movements during a given period allowing us to test whether they are able to go about daily life (eating, washing, dressing, and going to the toilet) unaided and to check that overnight they are safe at home. This full picture of a person's daily patterns and movements allows us to say with significantly more accuracy and confidence whether they can or cannot cope independently at home. This additional information and confidence would allow older people, their families and social workers to only make the decision to recommend a move into residential or nursing care where it is absolutely essential. In this way we can reduce care spending overall whilst ensuring we do make provision for those who cannot be independent in their own homes. We want to maximise the potential of assistive technology to help meet people's needs and to help them to remain as independent as possible for as long as possible. We are working to embed the use of assistive technology into our thinking and ways of working at every stage of the care journey. We are building on the existing arrangements and working to reach the point where every care plan for every person has technology embedded. We also want to ensure that technology is used preventatively as widely as possible for people well before they reach the point of requiring formal care.</p> <p>For Older People's Services it is suggested that there is potential to achieve new savings by preventing or delaying the need for people to transition into residential care. The use of technology will also help ensure we reduce the expenditure on forms of overnight support in people's homes (e.g. sleep in or on-call support)</p>		

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

#### **Who will be affected by this proposal?**

The proposal would cover the whole of Cambridgeshire.

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

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

#### **What positive impacts are anticipated from this proposal?**

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

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

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

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

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

#### **What negative impacts are anticipated from this proposal?**

Significant negative impacts are not anticipated.

Judgements about whether and when a person might need to move into a residential setting are complex and sensitive and can sometimes involve differences in opinion between the service user themselves, family members and social workers. This equipment should provide better information on which to base those discussions but potentially it might mean that social workers more regularly advocate for a person remaining in their own homes for longer which can put additional strain on family carers or family members who either may

need to continue to provide support themselves or worry about their relative and their ability to cope without full time care. Usually a consensus is reached between all parties about what is in best interests but the potential for the use of this equipment to impact on those discussions should be noted.

**Are there other impacts which are more neutral?**

N/A

**Impacts on specific groups with protected characteristics**

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

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

Impact	Tick if disproportionate impact
Age	<input checked="" type="checkbox"/>
Disability	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>
Marriage and civil partnership	<input type="checkbox"/>
Pregnancy and maternity	<input type="checkbox"/>
Race	<input type="checkbox"/>

Impact	Tick if disproportionate impact
Religion or belief	<input type="checkbox"/>
Sex	<input type="checkbox"/>
Sexual orientation	<input type="checkbox"/>
Rural isolation	<input type="checkbox"/>
Deprivation	<input type="checkbox"/>

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

This proposal only impacts on older people rather than the general population. These impacts are described in the earlier sections and are positive

**Version Control**

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

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment	
CFA, Adult Early Help		Name: Stuart Brown .....	
Proposal being assessed		Job Title: Adult Early Help Manager .....	
Expansion of the Adult Early Help Team to minimise the need for statutory care		Contact details: 01480 373251 .....	
Business Plan Proposal Number (if relevant)	A/R.6.146	Date completed: September 21 <sup>st</sup> , 2016 .....	
		Date approved: 23.9.2016	

### Aims and Objectives of the Service or Function affected

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

Through either telephone support or through a face to face discussion, we hope to work with older people to find solutions without the need for further local authority involvement. The initial phase is already resulting in a reduced number of referrals to social care teams. This business case builds on the first phase and

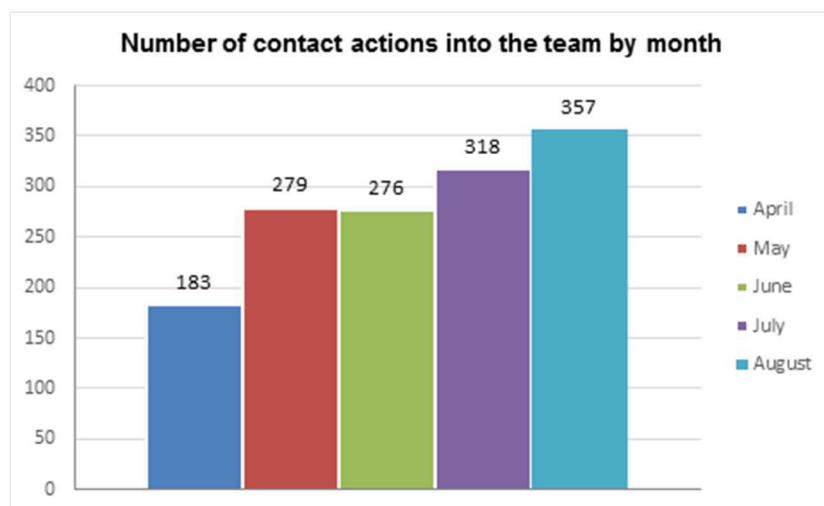
We carry out a proportionate, person centred and strength based assessment with a focus on improving the wellbeing and independence of our customers. We help our customers by providing responses that fall into 3 tiers:

Tier 1 - Explore their natural support and local community based services, provide information and advice.

Tier 2 – Referrals on to voluntary organisations, short term services such as reablement support, equipment provision through Occupational Therapists and assistive technology.

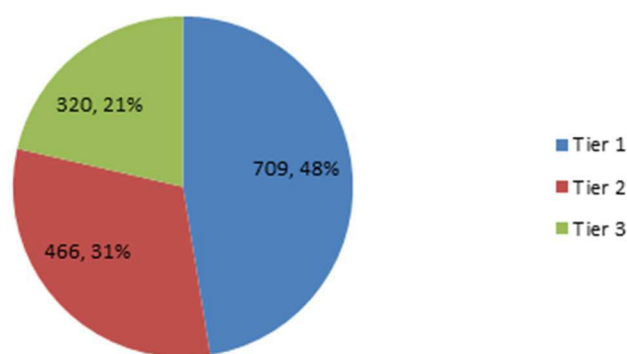
Tier 3 – Ensuring that those with the highest need receive the support of the long term care teams.

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



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

**Total tier 1, 2 & 3 comparioson April to August**



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

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

#### **What is the proposal?**

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

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

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

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

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

#### **Who will be affected by this proposal?**

Adult Early Help work specifically with older people and adults with physical disabilities or sensory impairments. However as we increase the preventative work that we do we are also likely to work with more customers who

are not easily categorised. Examples of this may be people with learning difficulties and high functioning aspergers syndrome and undiagnosed mental health conditions.

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

#### **What positive impacts are anticipated from this proposal?**

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

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

#### **What negative impacts are anticipated from this proposal?**

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

#### **Are there other impacts which are more neutral?**

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



## Impacts on specific groups with protected characteristics

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

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

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

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

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

As we are a county wide service we can potentially work with people with any of the characteristics and provide a positive response. As such we would not anticipate a disproportionate benefit or detriment to any of the groups.

### Version Control

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

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
CFA, Older People and Mental Health Services		Name: .....Geoff Hinkins
<b>Proposal being assessed</b>		Job Title: ..... Senior Integration Manager
Administer Disabled Facilities Grant within reduced overhead costs		Contact details: ..... 01223 699679
Date completed: ..... 19/09/2016		Date approved: 23.9.2016
<b>Business Plan Proposal Number (if relevant)</b>	A/R.6.149	
Aims and Objectives of the Service or Function affected		
<p>The County Council currently makes an investment of £300k each year to support Home Improvement Agencies (HIAs); organisations that administer Disabled Facilities Grant on behalf of District Councils. Disabled Facilities Grants (DFG) are used to fund adaptations for people with a disability or other long term condition.</p> <p>The investment is used to subsidise the operations of the HIAs; the revenue is provided to District Councils. HIAs can also generate income from the DFG capital – they charge a fee as a percentage of the total cost of the adaptation.</p>		
What is the proposal?		
<p>At present the County Council invests £300k into the Home Improvement Agencies, which oversee the Disabled Facilities Grants by each of the Districts. The County Council is working in partnership with the District Councils to reduce the cost of the administration of these services. There will be no reduction in the level of grant or service and the intention is to speed up the decision making process</p> <p>The County's approach to DFG and the HIAs was subject to a review during 2016, which had three main recommendations:</p> <ul style="list-style-type: none"> <li>• New services are needed that consider people's needs in context, including early conversations and planning for the longer term: services need to engage with people before they need an adaptation, and should encourage people to think about whether the accommodation they are living in is suitable for the longer term.</li> <li>• Existing services will need to adapt to support a growing population: performance in many parts of the county is too slow in the delivery of DFGs. It is recommended that a 'fast track' for commonly requested small works be introduced and that a full review of existing processes and procedures is needed to speed up the DFG process.</li> <li>• Funding arrangements across the system will need to change to support a shift in focus: the significant increase in capital funding offers new opportunities for the HIAs to generate more fees and become financially self-sustainable. HIAs are able to charge fees for the adaptation work that they undertake. This is often in the region of 15% of the cost of the work. HIAs that are dependent on fees as their sole source of income have a built in incentive to complete work quickly and in so doing increase the overall number of adaptations completed in the year. It is recommended that a proportion of existing revenue funding should be diverted to prevention and early intervention services in order to divert individuals from inappropriate adaptation work.</li> </ul> <p>It is proposed that 50% of the current funding provided to HIAs by the County Council is removed in 2017/18; and that the County Council's Early Help service takes on some responsibility for advice on housing options. 50% of the revenue would be taken as a saving in 2017/18; with the remaining revenue funding reviewed in 2018/19.</p>		

<b>Who will be affected by this proposal?</b>
DFG funds adaptations to properties for people with a disability or long term condition, of any age.
<b>What positive impacts are anticipated from this proposal?</b>
The inclusion of additional early advice and support will ensure that more people are living in accommodation that is suitable to fulfil their long-term needs.
<b>What negative impacts are anticipated from this proposal?</b>
There is a risk that if the funding is not removed in a managed way, it may destabilise the HIAs, worsening services for people requiring an adaptation. However, the funding reduction will be phased over two years to minimise this risk.
<b>Are there other impacts which are more neutral?</b>

### Impacts on specific groups with protected characteristics

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

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

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

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

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

Version Control

Version no.	Date	Updates / amendments	Author(s)
1.0	19/09/20116		Geoff Hinkins

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Older People and Mental Health		Name: Fiona Davies
Proposal being assessed		Job Title: Interim Head of MH (CCC and PCC)
Securing appropriate contributions from health to Section 117 Aftercare		Contact details: 07720 531347
Date completed: 17.11.16		
Business Plan Proposal Number (if relevant)	A/R.6.155	Date approved: 29.11.2016
Aims and Objectives of the Service or Function affected		
<p>Under Section 117 of the Mental Health Act, aftercare must be provided by health and social care services in the community for individuals who are likely to need services to support them in the community when they are discharged from hospital following detention under Sections 3 (for treatment), 37 (detention under a hospital order) and 47 and 48 (following transfer from prison) of the Mental Health Act.</p>		
What is the proposal?		
<p>Careful consideration of the needs of people sectioned under the Mental Health Act to identify joint responsibility and ensure appropriate contributions by the council and the clinical commissioning group to section 117 aftercare</p> <p>Negotiation is underway with Cambridgeshire and Peterborough CCG to ensure that funding is apportioned appropriately i.e. according to the balance of assessed health and social care needs of individuals entitled to Section 117 Aftercare. An estimate has been made of the benefit to the Council when negotiations have been completed. It is anticipated that 60% of the total saving to the Council will be recouped during 2017/18 with the additional 40% being recouped 2018/19. These timescales allow time for negotiations and a possible legal process that may follow to be completed.</p>		
Who will be affected by this proposal?		
<p>There will be no impact on adults with mental health problems living in Cambridgeshire who access services commissioned by the Council as the efficiency is transactional rather than being directly related to service delivery.</p>		
What positive impacts are anticipated from this proposal?		
<p>The population of Cambridgeshire who access Council services will benefit from the improved efficiency as efficiencies amounting to the sum identified will not have to be sought from other services where there may have been an impact on capacity and/or quality. Excluded groups will benefit in that the efficiency will not have to be sought from other services that support them.</p>		

<b>What negative impacts are anticipated from this proposal?</b>
There will be no negative impact on adults with mental health needs or the wider Cambridge population.
<b>Are there other impacts which are more neutral?</b>
There are no neutral impacts arising from this business case.

### Impacts on specific groups with protected characteristics

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

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

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

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

<b>Details of Disproportionate Impacts on protected characteristics and how these will be addressed</b>

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

#### Version Control

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

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
LGSS Transactions		Name: Ashley Leduc ..... Job Title: Service Delivery Manager..... Contact details: 07912 891860..... Date completed: 12 <sup>th</sup> September 2016..... Date approved: 23.9.2016
Proposal being assessed		
Increase in income from Older People and Older People with Mental Health's client contributions from a change in Disability Related Expenditure		
Business Plan Proposal Number (if relevant)	A/R.6.157	
Aims and Objectives of the Service or Function affected		
<p>For all customers who received Council funded support and receive a disability benefit, an allowance must be considered for Disability Related Expenditure (DRE). At present, CCC has a standard DRE allowance of £26 per week and this is for any customer who has a disability benefit but does not wish to provide a full breakdown and evidence of their DRE.</p>		
What is the proposal?		
<p>Following a comparative exercise, the Adults Committee agreed a change to the standard rate of disability related expenditure (DRE) during 2016. This means that additional income is being collected through client contributions. This line reflects the 'full-year' impact of this change, reflecting that the new standard rate is applied at the planned point of financial assessment or reassessment for each person.</p> <p>The standard rate of DRE is reducing from £26 per week to £20 per week. This has already been implemented for new customers.</p> <p>As part of the reassessment team project (A/R,6.156) customers who have previously been financially assessed with the standard DRE allowance of £26 will be reviewed and offered the opportunity to either select the new standard rate of £20 or have a personalised assessment. For customers who elect to have the new standard rate, they're contribution towards their care will increase by £6 per week. For customers who wish to have a personalised assessment, they will need to provide us with a full breakdown of their expenses including evidence. These cases would be then passed to a Social Work professional for approval.</p>		
Who will be affected by this proposal?		
<p>The proposal will affect all Adult Social Care customers across all of Cambridgeshire.</p>		



<b>What positive impacts are anticipated from this proposal?</b>
It is anticipate that income generation for the authority will increase as a result of this proposal. The standard rate of £26 was considered to be high in comparison to other authorities and therefore the reduction allows CCC to offer a standard rate in comparison to its statistical neighbours.
<b>What negative impacts are anticipated from this proposal?</b>
Customer's financial contributions may increase which may mean that they feel additional financial pressure. This could lead to customer complaints and people refusing to pay their care invoices. The reduction can also mean that more customers will request a personalised assessment which can cause delays in completing the assessment. Personalised assessments are more resource intensive so staff time will be negatively affected.
<b>Are there other impacts which are more neutral?</b>

#### Impacts on specific groups with protected characteristics

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

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

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

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

<b>Details of Disproportionate Impacts on protected characteristics and how these will be addressed</b>

**Version Control**

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

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment	
CFA, Older people and mental health		Name: Jackie Galwey ..... Job Title: Head of Operations , Older People ..... Contact details: 07917174737 ..... Date completed: 19.09.2016 Date approved: 23.9.2016	
Proposal being assessed			
Efficiencies from the cost of transport for older people			
Business Plan Proposal Number (if relevant)	A/R 6.159		
Aims and Objectives of the Service or Function affected			
To review the 2016-17 costs of transporting older people to day services to with a view to reducing expenditure.			
What is the proposal?			
<p>A preliminary analysis if the cost of transporting older people to day services indicated that there is potential to reduce this cost.</p> <p>This will be done by reviewing the utilisation of the contracts funded from the Older People (OP) Locality team's budgets and spot purchases for transport made by these teams. This may involve looking at alternative transport options but the intention is that older people will still be able to access the day services that meet their needs.</p>			
Who will be affected by this proposal?			
<p>Savings can be made through close scrutiny of the expenditure on transport as part of care packages in Older People's Services to ensure that travel requirements are being met in as cost efficient a way as possible</p> <p>Savings can be made through close scrutiny of the expenditure on transport as part of care packages in Older People's Services to ensure that travel requirements are being met in as cost efficient a way as possible</p>			
What positive impacts are anticipated from this proposal?			
<p>The outcome of the proposal; will be impact neutral in that there is no intention to limit access to day services or expect older people to use alternative transport solutions that are not appropriate for them.</p>			
What negative impacts are anticipated from this proposal?			

NA
<b>Are there other impacts which are more neutral?</b>
NA

### Impacts on specific groups with protected characteristics

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

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

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

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

<b>Details of Disproportionate Impacts on protected characteristics and how these will be addressed</b>

### Version Control

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

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
CFA, Older People and Mental Health Services		Name: Richard O'Driscoll
<b>Proposal being assessed</b>		Job Title: Head of Service Development
Ensuring joint health and social care funding arrangements for older people are appropriate		Contact details: 01223 729186
Date completed: 30/9/2016		
<b>Business Plan Proposal Number (if relevant)</b>	A/R.6.160	Date approved: 23.9.2016
<b>Aims and Objectives of the Service or Function affected</b>		
<p>This proposal relates to Older People's Services which provide care and support for people with eligible social care needs who are over the age of 65.</p>		
<b>What is the proposal?</b>		
<p>We have been working with NHS colleagues to review continuing health care arrangements including joint funding, with a view to ensuring that the decision making process is transparent and we are clearer about funding responsibility between social care and the NHS when someone has continuing health care needs.</p> <p>Several cases has been identified where potentially health funding should be included or increased based on a review of needs. Our analysis suggests that work to determine funding responsibilities more accurately will lead to an improvement in the County Council's financial position.</p> <p>Careful consideration of the needs of people with complex needs to identify where these needs meet the criteria for Continuing Healthcare and full funding by the CCG</p> <p>Older People's teams will continue to identify health needs as part of their assessment process. Applying for joint or full health funding where appropriate.</p> <p>Managers of the services will ensure that all practitioners in the teams receive Continuing Health Care training and build relationships with relevant health partners.</p> <p>Where new or existing cases are identified as potentially being suitable for continuing healthcare funding the appropriate joint funding tools will be used to agree this with health partners.</p>		
<b>Who will be affected by this proposal?</b>		
.		
<p>This proposal relates to service users in Older People's Services whose needs include certain types of ongoing health need which should mean that their care is funded in full or in part by health partners.</p>		
<b>What positive impacts are anticipated from this proposal?</b>		
<p>Services users will receive the appropriate level of health funding to support their care needs and those in receipt of full Continuing Health Care will no longer be required to contribute towards their care.</p>		

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

**What negative impacts are anticipated from this proposal?**

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

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

**Are there other impacts which are more neutral?**

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

**Impacts on specific groups with protected characteristics**

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

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

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

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

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

#### Version Control

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

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Children, Families and Adults, Strategy and Commissioning		Name: Mary Whitehand
<b>Proposal being assessed</b>		Job Title: Information Team Manager
Managing the Cambridgeshire Local Assistance Scheme (CLAS) within existing resources		Contact details: 01480 373448
		Date completed: 30 11 16
		Date approved: 1.12.2016
<b>Business Plan Proposal Number (if relevant)</b>	A/R.6.161	
Aims and Objectives of the Service or Function affected		
Currently CFA contracts with an outside supplier to administer a local assistance scheme. Costs for this service include a fixed administration fee and funding for goods and utilities required.		
What is the proposal?		
<p>The Adults Committee has considered several proposals on how to deliver the Cambridgeshire Local Assistance Scheme (CLAS). The contingency budget previously held for CLAS has now been removed, as is no longer required to support the redesigned service.</p> <p>From April 2017 a new contract will be in place focused on the provision of information and advice as well as recycled goods and household items.</p>		
Who will be affected by this proposal?		
.		
<p><b>The eligibility criteria remains unchanged.</b></p>		
What positive impacts are anticipated from this proposal?		
<p>The new contract requires the new provider to work preventatively, looking to make good use of resources across the county and work with partners and to make good use of recycled, refurbished goods rather than only supplying new ones.</p>		
What negative impacts are anticipated from this proposal?		
None		
Are there other impacts which are more neutral?		



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### Impacts on specific groups with protected characteristics

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

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

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

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

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

### Version Control

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

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Older People and Mental Health		Name: Fiona Davies
Proposal being assessed		Job Title: Interim Head of MH (CCC and PCC)
Ensuring homecare for adults with mental health needs focuses on supporting recovery and piloting peer support delivered through the Recovery College		Contact details: 07720 531347
Date completed: 17.11.16		Date approved: 29.11.2016
Business Plan Proposal Number (if relevant)	A/R.6.163	
Aims and Objectives of the Service or Function affected		
<p>Homecare services are commissioned to provide both personal care and practical support to live independently in the community for adults of all ages. A key objective is to support people to regain or develop skills that enable them to regain their independence. As a result, their need for support is likely to reduce. However, it is acknowledged that not everyone will be able to live totally independently.</p>		
What is the proposal?		
<p>Savings will be achieved through re-providing homecare services for adults with mental health needs and helping people to return to independence more quickly.</p> <p>Efficiencies in homecare support will be achieved by reducing investment in personal care services for adults with mental health needs aged 18 – 65 years for which demand has been reducing and by reducing investment in personal support (care packages) for adults of all ages who have received that support for 4 years or more.</p> <p>In relation to personal care, the intention is to reduce investment by 50% of the total reduction in demand. This takes account of the difficulty that some of the reduction and is likely to have arisen from difficulties procuring services to meet identified needs. This is being addressed through the current re-procurement of Home Care and Support.</p> <p>In relation to packages of support for adults with mental health needs who have been in receipt of support 4 years or more, the estimated efficiency is approximately 25% of current investment. This will be achieved through targeted reviews of care packages and is intended to enhance the quality of people's lives by enabling them to live independently regaining their roles in society and enhancing their self-esteem. Outcomes will be enhanced by ensuring that the existing peer support workers and recovery coaches who have had considerable success in supporting achievement of these outcomes with other cohorts of adults with mental health needs.</p>		
Who will be affected by this proposal?		

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

**What positive impacts are anticipated from this proposal?**

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

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

**What negative impacts are anticipated from this proposal?**

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

**Are there other impacts which are more neutral?**

There are no neutral benefits from this proposal.

### Impacts on specific groups with protected characteristics

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

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

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

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

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

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

### Version Control

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

## COMMUNITY IMPACT ASSESSMENT

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

Older people in Cambridgeshire and in particular those referred to the Reablement Service and aiming to return to independence either following a period in hospital or whose are living at home but beginning to struggle to cope independently.

**What positive impacts are anticipated from this proposal?**

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

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

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

**What negative impacts are anticipated from this proposal?**

None are anticipated

**Are there other impacts which are more neutral?**

none

**Impacts on specific groups with protected characteristics**

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

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

Impact	Tick if disproportionate impact
Age	
Disability	

Gender reassignment	
Marriage and civil partnership	

<b>Pregnancy and maternity</b>	
<b>Race</b>	

<b>Religion or belief</b>	
<b>Sex</b>	
<b>Sexual orientation</b>	
<b>Rural isolation</b>	
<b>Deprivation</b>	

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

#### Version Control

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

## COMMUNITY IMPACT ASSESSMENT

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



pressure sores, prevention of moves from residential to nursing care and general promotion of better moving & handling practice in the care home sector

#### **Who will be affected by this proposal?**

The proposal would cover the whole of Cambridgeshire

See above for which service users groups would be affected.

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

#### **What positive impacts are anticipated from this proposal?**

##### Health & Wellbeing

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

##### Finance

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

#### **What negative impacts are anticipated from this proposal?**

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

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

**Are there other impacts which are more neutral?**

N/a

### Impacts on specific groups with protected characteristics

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

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

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

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

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

N/A

### Version Control

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

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Older People and Mental Health		Name: Fiona Davies
Proposal being assessed		Job Title: Interim Head of MH (CCC and PCC)
Rebasing voluntary sector contracts for Mental Health Services		Contact details: 07720 531347
Business Plan Proposal Number (if relevant)	A/R.6.167	Date completed: 17.11.16
		Date approved: 29.11.2016
Aims and Objectives of the Service or Function affected		
<p>The Council commissions the voluntary and community services to provide a wide range of services and support for adults with mental health problems. Current investment is over £3.8m. This investment is key to delivery of the Transforming Lives strategy and helps the Council to meet the requirements of the Care Act and fulfil its statutory responsibilities.</p>		
What is the proposal?		
<p>Renegotiation of a number of voluntary sector contracts for mental health support has resulted in lower costs to the Council whilst maintaining levels of service provision for adults with mental health needs. The reductions have been discussed and negotiated with the providers impacted, and they have factored this into their own business planning. On-going investment by the Mental Health service in the voluntary and community sector remains over £3.7m</p> <p>During the routine process of contract monitoring and working in partnership with 3 of the many voluntary sector organizations commissioned by the Council, the opportunity to reduce costs without impacting on service delivery – both capacity and quality – was identified. As a result, these contracts have been renegotiated and reductions have been factored into the organizations' business planning processes. Mental health investment in the voluntary and community sector will remain at over £3.7m once these proposals are implemented. The result will be lower costs to the Council whilst maintaining levels of service provision for adults with mental health needs.</p>		
Who will be affected by this proposal?		
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<p>There will be no impact on adults with mental health problems living in Cambridgeshire who access the services in question as the costs have been taken out of infrastructure/indirect costs.</p>		
What positive impacts are anticipated from this proposal?		
<p>The population of Cambridgeshire who access Council services will benefit from the improved efficiency as efficiencies amounting to the sum identified will not have to be sought from other services where there may have been an impact on capacity and/or quality. Excluded groups will benefit in that the efficiency will not have to be sought from other services that support them.</p>		
What negative impacts are anticipated from this proposal?		

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

**Are there other impacts which are more neutral?**

There are no neutral impacts arising from this business case.

**Impacts on specific groups with protected characteristics**

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

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

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

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

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

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

**Version Control**

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

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Children Families and Adults		Name: Lynne Denton
Proposal being assessed		Job Title: Head of Social Work Older People Mental Health
Establish a review and reablement function for older people with mental health needs		Contact details: Tel; 01480445219
<b>Business Plan Proposal Number (if relevant)</b>	A/R.6.168	Date completed: 29.11.2016
Date approved: 2.12.2016		
Aims and Objectives of the Service or Function affected		
<p>The aim of this initiative is to adopt a strengths based approach to supporting people with mental health needs and their carers/families in order to enable people to remain at home for as long as possible. By adopting a more intensive and focussed approach to working with individuals and their family/carers and adopting a strengths based approach that builds resilience, individuals will be supported to improve their health and wellbeing.</p>		
What is the proposal?		
<p>Redirect support workers within the Older People Mental Health team to provide a review and reablement function for service users in receipt of low cost packages (under £150 per week). To achieve the objectives above, Support workers funded by CCC will move from the current model of service delivery which offers low level support to a more proactive, intensive, strengths based, outcomes based approach that builds resilience. New ways of working will support the completion of complex reviews under the supervision of a Social Worker. More complex reviews for example Section 117, will continue to be completed by Social Workers and Care Co-ordinators.</p> <p>The role of the Support Workers will be to:</p> <p>Work with eligible users of Adult and Older Adult Social Care to provide resilience and independence focused interventions. This will be achieved by providing ongoing support, practical assistance and problem resolution under the supervision of a Social Worker.</p> <p>Contribute to the regular review of service users supported by the team.</p> <p>Work with MDT colleagues, to ensure that reviews support the Transforming Lives and Care Act agendas.</p> <p>Deliver person centred care focussing on collaborative relationships. This will include facilitating and empowering the person to develop personal and social networks that are meaningful to them, aiding and facilitating the individual to achieve what they identify as 'their good life'.</p> <p>Work in partnership with families and carers where appropriate to ensure that the individual's specific/unique social care needs are met.</p> <p>Link with the early help team, share learning and work jointly with them where required.</p>		
Who will be affected by this proposal?		
<p>Adults of all ages with dementia who live in Cambridgeshire who require assessment, treatment and support from CPFT will benefit from this proposal.</p>		

**What positive impacts are anticipated from this proposal?**

Positive impacts for People and Family/Carers; care will be more proactive care; support planning will recognise and build on individual strengths and potential for resilience.

The approach will be preventative and reduce the need for higher levels of care and support that can only be provided in care home settings.

Staff will have the opportunity to work in a more focussed and positive way with people and to learn and develop new models of care and support and to share learning and network with colleagues in other partner teams.

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

**What negative impacts are anticipated from this proposal?**

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

**Are there other impacts which are more neutral?**

No.

## Impacts on specific groups with protected characteristics

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

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

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

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

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

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### Version Control

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



## COMMUNITY IMPACT ASSESSMENT

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

No negative impacts are anticipated

**Are there other impacts which are more neutral?**

### Impacts on specific groups with protected characteristics

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

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

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

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

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

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

## COMMUNITY IMPACT ASSESSMENT

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

**Older People**

- Any other information to describe specifically who would be affected

**What positive impacts are anticipated from this proposal?**

- The new approach increases the ability of service users and carers to exercise choice.
- It also encourages greater flexibility in the use of personal budgets.
- It maximises care home capacity (underutilised block beds reduce available capacity)
- It is a more efficient approach to resource management

**What negative impacts are anticipated from this proposal?**

There is the potential to reduce the options available for those service users who want traditional respite care

Alternatives to institutional care are under developed currently

**Are there other impacts which are more neutral?**

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

Not that can be identified at this stage

**Impacts on specific groups with protected characteristics**

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

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

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

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

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

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

## Version Control

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

### 4.3 Cross Committee

#### COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
CFA, Strategy and Commissioning		Name: Vickie Crompton
<b>Proposal being assessed</b>		Job Title: Head of Service
DAAT – Saving from integrating drug and alcohol misuse service contracts  (Reduction in Funding to the Public Health Grant)		Contact details: Vickie.crompton@cambridgeshire.gov.uk
		Date completed: 16/9/16
		Date approved: 23.9.2016
<b>Business Plan Proposal Number (if relevant)</b>	A/R.6.001	
<b>Aims and Objectives of the Service or Function affected</b>		
<p>Adult Substance Misuse Services within Cambridgeshire commissioned by Cambridgeshire Drug &amp; Alcohol Action Team (DAAT). This covers the provision of specialist drug &amp; alcohol treatment service provision, including Tier 2/3 at a local level and Tier 4 residential rehabilitation.</p>		
<b>What is the proposal?</b>		
<p>The NHS trust 'Inclusion' provides countywide specialist drug &amp; alcohol treatment services. Currently, there are separate treatment contracts for alcohol and drugs. In order to deliver savings, Inclusion have agreed to commence full service integration in 2016/17. This will require fewer service leads employed in management grades and reduces the overall management on-costs in the existing contract agreement. It is also proposed to reduce Saturday clinics and/or move to a volunteer/service user led model for these clinics.</p> <p>A funding reduction of £158k has been requested for the financial year 2017/18. The proposals to achieve this level of savings is currently being negotiated with the current commissioned service provider, however, the following opportunities have been identified to meet the savings on a year on year basis and not as a one off opportunity.</p> <ul style="list-style-type: none"> <li>• Currently identified £60k predominantly through redundant posts including data officer in Cambridge. Management of change taking place. Proposals to introduce Grade 4 practitioners in place of Grade 5 for several development posts could accrue savings due to natural wastage with an estimated payroll saving in the region of £25k per annum.</li> <li>• The FP10 prescribing costs are being reduced through robust prescribing practices and a significant reduction in injectable OST. This is likely to bring about annual savings of £15k.</li> <li>• Provider is looking at Illy (IT) licence costs however need to evaluate any negative consequences of reducing locality codes on ability to provide mandatory data outcomes to PHE. This could likely save @ £10k per annum.</li> <li>• Reviewing Saturday opening times. Anecdotally Saturdays are under utilised. Client consultation will be required to enable commissioners to understand potential impact on individuals currently accessing the service on a Saturday. Potential savings have been identified as approximately @ £10k per annum in Saturday allowances and building costs.</li> <li>• Savings as the drug and alcohol services are now together, resulting in efficiencies @£25kpa</li> <li>• Reduction in staff within the Youth Offending Service Substance Misuse Team @£29kpa</li> <li>• Reduction in Administration Capacity within the Safer Communities Partnership Team @£9kpa</li> </ul>		



**Who will be affected by this proposal?**

The resource savings identified through both natural wastage and as part of the management of change process being undertaken internally by the commissioned service provider will have no impact on the level of service provision currently being delivered.

The savings identified through the reduction in IT licensing costs also have no impact on those individuals eligible to access the services within Cambridgeshire.

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

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

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

**What positive impacts are anticipated from this proposal?**

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

**What negative impacts are anticipated from this proposal?**

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

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

**Are there other impacts which are more neutral?**

None

### Impacts on specific groups with protected characteristics

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

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

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

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

Details of Disproportionate Impacts on protected characteristics and how these will be addressed
Young People within the Youth Offending Service

### Version Control

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