

Stage 1 Equality Impact Assessment – Initial Screening

Assessor(s) Name(s):	Catherine Smith-Ivory
Directorate:	Community Wellbeing and Social Care Directorate
Date of Completion:	12 th March 2018

Name of Policy/Strategy/Service/Function Proposal

Dynamic Purchasing System Policy

The Aims, Objectives and Expected Outcomes:

Adult Social Care's Policy Officer determined the previous Home Support Services - Dynamic Purchasing System policy be updated to include care provisions provided by the Single Point of Commissioning Team in Learning Disability Care Homes, Day and Evening Opportunities and Supported Living.

The policy describes the method the Isle of Wight Council (IWC) commissions its services using a Dynamic Purchasing System. This is a web-based system called *sproc.net*; hosted and managed by a third party provider called *adam*. *Sproc.net* enables the IWC to commission home support, day and evening opportunities, domestic care to supported living and learning disability care home services on an individual basis.

In September 2016 special engagement events titled 'Adam Life – [Take Control of Your Care](#)' were staged by the Isle of Wight council in Ryde and Newport. The key drop-in sessions sought the views from island residents who would purchase and manage their own care, as well the views of carers, families and advocates.

Please delete as appropriate:

- This is a proposal for a change in policy (the previous April 2017 policy has been updated).

Key Questions to Consider in Assessing Potential Impact

Will the policy, strategy, service or council function proposal have a negative impact on any of the protected characteristics or other reasons that are relevant issues for the local community and/or staff?	No – the intention is to provide support to all suppliers who wish to register their business and explain the whole process
Has previous consultation identified this issue as important or highlighted negative impact and/or we have created a “legitimate expectation” for consultation to take place? A legitimate expectation may be created when we have consulted on similar issues in the past or if we have ever given an indication that we would consult in such situations	Yes – the ‘Take Control of Your Care’ sessions explained to individuals about <i>Adam</i> , the DPS system, route to market and what it means to them.
Do different groups of people within the local community have different needs or experiences in the area this issue relates to?	Yes – people are individuals so each will have differing needs.
Could the aims of these proposals be in conflict with the council’s general duty to pay due regard to the need to eliminate discrimination, advance equality of opportunity and to foster good relations between people who share a protected characteristic and people who do not?	No
Will the proposal have a significant effect on how services or a council function/s is/are delivered?	No
Will the proposal have a significant effect on how other organisations operate?	No
Does the proposal involve a significant commitment of resources?	No
Does the proposal relate to an area where there are known inequalities?	No
<p>If you answer Yes to any of these questions, it will be necessary for you to proceed to a full Equality Impact Assessment after you have completed the rest of this initial screening form.</p> <p>If you answer No to all of these questions, please provide appropriate evidence using the table below and complete the evidence considerations box and obtain sign off from your Head of Service.</p>	

Protected Characteristics	Positive	Negative	No impact	Reasons
Age			✓	The process will be applied equitably to ensure that we meet the needs of the diverse range of people aged over 18 years of age who meet the criteria for this particular policy regardless of their age.
Disability			✓	The process will be applied equitably to ensure that we meet the needs of the diverse range of people who meet the criteria regardless of their disability.
Gender Reassignment			✓	The policy will ensure that procedures followed and decision made are carried out in a consistent and transparent manner and applied with equity irrespective of a person's status with regard to gender reassignment.
Marriage & Civil Partnership			✓	The policy will ensure that the procedures followed and decision made are carried out in a consistent and transparent manner and applied with equity irrespective of a person's marriage or civil partnership status.
Pregnancy & Maternity			✓	The policy will ensure that the procedures followed and decision made are carried out in a consistent and transparent manner and applied with equity irrespective of a person's pregnancy or maternity status.
Race			✓	The policy will ensure that the procedures followed and decision made are carried out in a consistent and transparent manner and applied with equity irrespective of a person's race or ethnic background.
Religion / Belief			✓	The policy will ensure that the procedures followed and decision made are carried out in a consistent and transparent manner and applied with equity irrespective of a person's religion or belief.
Sex (male / female)			✓	The policy will ensure that the procedures followed and decision made are carried out in a consistent and transparent manner and applied with equity irrespective of a person's gender.
Sexual Orientation			✓	The policy will ensure that procedures followed and decision made are carried out in a consistent and transparent manner and applied with equity irrespective of a person's sexual orientation.

Are there aspects of the proposal that contribute to or improve the opportunity for equality?	Yes
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The aim of extending services provided by the SPOC team will ensure a consistent approach to good quality care and ensure transparency in the social care market. Outcomes will be met by offering a choice to each individual person.

This positive approach to commissioning will achieve better outcomes for all parties. It will enable the IWC to interact with supplier markets and will allow IWC to define and implement policies with regard to how services are bought.

The IWC wished to explain how all individuals (regardless of protected characteristic) can find out about better quality at a fair price and how they can seek out a greater choice and variety of providers.

Evidence Considered During Screening

Historically consultation and discussions were carried out with stakeholders at ‘Take Control of your Care’ drop in sessions at the Riverside, Newport and Aspire in Ryde during September 2016. The sessions sought the views of island residents who may be required to purchase and manage their own care, as well as the views of their carers, families and advocates.

As part of the changes the council has a duty to consider the potential effects on individuals and in particular any vulnerable groups identified.

Based on Service Agreements that were created between 16/10/17 and 31/01/18 the number of people using the SPOC brokerage system were:

Category	Service Agreements Created
Day Opportunities	2
Home Support	238
Internal Services - Day Care	18
Internal Services - Home Support	300
Learning Disability Care Homes	7
Learning Disability Care Homes CSA	2
Supported Living	9

The policy has been formulated using guidance under the Care Act 2014.

The Equality Act (2010).

Head of Service Sign off:	Carol Tozer
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Advice sought from Legal Services (Name)	Garion Bird
Date	19 th March 2018

Stage 2 Full Equality Impact Assessment

Assessor(s)Name(s):	Catherine Smith-Ivory
Directorate:	Community Wellbeing and Social Care Directorate
Date of Completion:	12 th March 2018

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The policy describes the method the Isle of Wight Council (IWC) commissions its services using a Dynamic Purchasing System. This is a web-based system called sproc.net; hosted and managed by a third party provider called *adam*. Sproc.net enables the IWC to commission home support, day and evening opportunities, domestic care to supported living and learning disability care home services on an individual basis.

In September 2016 special engagement events titled 'Adam Life – [Take Control of Your Care](#)' were staged by the Isle of Wight council in Ryde and Newport. The key drop-in sessions sought the views from island residents who would purchase and manage their own care, as well the views of carers, families and advocates.

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Scope of the Equality Impact Assessment

Demographic and population data for 2016/17– Isle of Wight Facts and Figures information:
<https://www.iwight.com/azservices/documents/2552-Isle-of-Wight-Demographic-and-Population-factsheet-2016-17-Final-SS-v2.pdf>

Equality & Diversity January 2017:
<https://www.iwight.com/azservices/documents/2552-Equality-Diversity-Factsheet-2016-v8.3-FINAL-DB-v3.pdf>

Service improvements and knowledge and experience from the SPOC, Commissioning and Business Information teams.

Adult Social Care within the Isle of Wight Council wish to clarify to island residents and providers the process and explain the internal structure to its staff. The IWC understands the importance of assisting recipients of care and their carers and families on the island, as well as providers of care, in options to seek and secure an easier, fairer and more comforting future.

The policy demonstrates an important and visible sign that the IWC strives to improve services. This policy recognises the statutory duty placed on the Council by the Local Authority Social Services and National Health Service Complaints (England) Regulations 2009.

Analysis and assessment

This policy shares best practice, supports individuals and staff dealing with purchasing services on behalf of people in a way that is demonstrably consistent and fair and complies with legislation.

This policy will have no negative impact on those with protected characteristics. It is expected that improved communication and support and by providing information will have a positive effect on all people who wish to purchase services, irrespective of their protected characteristic.

Adult Social Care previously carried out internal training sessions for social care workers to explain in detail how the system works and the lines of responsibility and processes for each individual team.

Recommendations

It is recommended that this policy is adopted as it will improve the opportunity for equality for people who require ongoing care and support.

- Yearly review of policy.

Action/Improvement Plan

The table below should be completed using the information from your equality impact assessment to produce an action plan for the implementation of the proposals to:

1. Remove or lower the negative impact, and/or
2. Ensure that the negative impact is legal under anti-discriminatory law, and/or
3. Provide an opportunity to promote equality, equal opportunity and improve relations within equality target groups, i.e. increase the positive impact

Area of impact	Is there evidence of negative positive or no impact?	Could this lead to adverse impact and if so why?	Can this adverse impact be justified on the grounds of promoting equality of opportunity for one group or any other reason?	Please detail what measures or changes you will put in place to remedy any identified impact (NB: please make sure that you include actions to improve all areas of impact whether negative, neutral or positive)
Age	No			<p>The council have robust internal systems and processes to ensure staff are aware of the line of responsibility. The SPOC process has been mapped to assist staff in their daily role.</p> <p>The Policy will be published on the iwight.com and paper copies will also be available, where necessary, in large print.</p> <p>All of the above actions outlined will happen whichever protected characteristic(s) they have.</p>
Disability	No			As above
Gender Reassignment	No			As above

Area of impact	Is there evidence of negative positive or no impact?	Could this lead to adverse impact and if so why?	Can this adverse impact be justified on the grounds of promoting equality of opportunity for one group or any other reason?	Please detail what measures or changes you will put in place to remedy any identified impact (NB: please make sure that you include actions to improve all areas of impact whether negative, neutral or positive)
Marriage & Civil Partnership	No			As above
Pregnancy & Maternity	No			As above
Race	No			As above
Religion / Belief	No			As above
Sex (male or female)	No			As above
Sexual Orientation	No			As above

Summary	
Date of Assessment:	12 th March 2018
Signed off by Head of Service/Director	Carol Tozer
Review date	April 2019
Date published	21 st March 2018

The Policy can be located on iwight.com under the documents library, under 'D' and named Dynamic Purchasing System Policy.