

Stage 1 Equality Impact Assessment – Initial Screening

Assessor(s) Name(s):	Matthew Porter Kathie Glover
Directorate:	Community Wellbeing and Adult Social Care
Date of Completion:	22 September 2014

Name of Policy/Strategy/Service/Function Proposal

To alter the way that remaining monies held by a service user at the end of a personal budget are reconciled, in line with the Isle of Wight Council's Fairer Contributions and Charging Policy for Non-Residential Adult Social Care Services.

The Aims, Objectives and Expected Outcomes:

The aim is to align our current process with the Fairer Contributions and Charging Policy for Non-Residential Adult Social Care Services.

The Policy states that the service user will be asked to pay either the amount of their assessed contribution (disposable income) or the true (actual full) cost of their care and support, whichever is the lower amount.

However, currently a proportion of any unused funds, identified at annual review or when a personal budget is terminated, have been returned to some service users when it has not necessarily been a requirement to do so. The current process has been reviewed as part of the department's evaluation of practices and their financial impact on the Isle of Wight Council, to ensure best practice and identify any cost savings that can be achieved. The revised process will still comply with regulations, however it will result in fewer refunds to service users.

Refunds may still be due in some circumstances, however they would be fewer and may be reduced in value. Funds would only be returned to a service user when there is a genuine requirement to do so in line with the Fairer Contributions and Charging Policy for Non-Residential Adult Social Care Services.

The change to the reconciliation process will ensure that practice is in line with policy. As a result of this review the Isle of Wight Council will not be refunding client contributions unless it has a requirement to do so. This will ensure that funds are available to meet the needs of those who require it most.

Please delete as appropriate:

- This is a proposal for a new, changed or removed policy/strategy/service/council function

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 impact of this change would be equal regardless of any protected characteristics
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	No
Do different groups of people within the local community have different needs or experiences in the area this issue relates to?	No
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

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.

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.

Protected Characteristics	Positive	Negative	No impact	Reasons
Age			x	Personal Budgets for Adult Social Care are available to service users over the age of 18. This change of process will affect all service users receiving a direct payment personal budget equally and does not discriminate against any particular protected characteristic.
Disability			x	As above
Gender Reassignment			x	As above
Marriage & Civil Partnership			x	As above
Pregnancy & Maternity			x	As above
Race			x	As above
Religion / Belief			x	As above
Sex (male / female)			x	As above
Sexual Orientation			x	As above

Are there aspects of the proposal that contribute to or improve the opportunity for equality?	Yes
<p>The change of process would create greater equality between service users who receive their care and support funding via a personal budget and those who receive their care via traditional services.</p>	

Evidence Considered During Screening

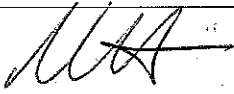
Evidence from NAFAO members and contact with other authorities shows that the majority are reclaiming unused direct payment funding in full.

Reading Borough Council – reclaim in full

Dudley Metropolitan Borough Council – reclaim in full

N Yorks Council – reclaim in full

Nottinghamshire County Council have a policy of allowing a service user to retain 6 weeks allocation. However, they were clear in pointing out that this was not based on any contributions paid by the service user. They expect the client contribution to pay for the first part of any care that a service user receives, and would only refund any client contributions if the cost of the care was less than the contributions paid.

Head of Service Sign off:	Martin Elliott 
Advice sought from Legal Services	Janet Paine
Date	1 DEC 14

A signed version is to be kept by your team and also an electronic version should be published on the council's website (follow the link from the EIA page on the intranet)