



# Western Health and Social Care Trust

## EQUALITY AND HUMAN RIGHTS SCREENING TEMPLATE

### THIS IS A PUBLIC DOCUMENT

<b>Title of Policy:</b> TYC PCOP 5 - Reform of Day Care	
<b>Lead Manager:</b> Deirdre Walker	<b>Title:</b> Assistant Director
<b>Directorate:</b> Primary Care and Older People	<b>Department:</b> Adult Safeguarding
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<p><b>Short Description of Policy</b></p> <p>A Western Trust project team was set up in August 2014 to review the current services provided within day care for older people. The team proposed a number of recommendations involving the implementation of a three-tiered model of day care within Primary Care and Older People’s Services Directorate. This service delivery model will better meet the needs of the Trust’s population and is in keeping with the ethos of ‘Transforming Your Care’.</p> <p>The three-tiered model is outlined as follows:</p> <ul style="list-style-type: none"> <li>• <b>Level 1 Day Care</b> - providing a service for older people who require support as a result of their frailty, reablement needs, complex needs or cognitive impairments (based on their assessment of need).</li> <li>• <b>Level 2 Day Care</b> - supporting more independent service users (based on their assessment of need) who require a higher level of social support, inclusion and interaction.</li> <li>• <b>Level 3 Day Care</b> - providing services within local communities providing active living resources, handyman services, support groups, day clinics, community initiatives, leisure facilities to promote exercise, self-referral agencies, mobility schemes, etc.</li> </ul> <p>The proposed service model will focus on prevention of admission to long-term care, independence and choice through access to multiple services by extending the</p>	

utilisation of voluntary & independent sector and local resource centres that have already extensive service provision experience, in addition to well-established links within their local communities.

The Directorate of Primary Care and Older People's Services currently provides day care in the form of social care, adult day care and dementia-specific care throughout the Trust's area. Services are funded through statutory funds, service level agreements or voluntary/subsidised arrangements. Day care is provided in 25 locations across the Trust providing 1,736 places on a weekly basis. Over the next number of years, the population aged 65+ years will increase, as will the demand for an effective service.

**Final Recommendations:** (please tick as appropriate)

<b>1.</b>	<b>GREEN: No equality issues/impact: no further action</b>	
<b>2.</b>	<b>AMBER: Minor equality issues/impact: actions identified</b>	X
<b>3.</b>	<b>RED: Major equality issues/impact: full EQIA recommended</b>	

**Please send draft completed form for quality assurance to  
[equality.admin@westerntrust.hscni.net](mailto:equality.admin@westerntrust.hscni.net)  
 For further information on quality assurance see page 3, section 3.**

**Final Approval Date:**

## **New ECNI Guidance: Please Note:**

### **1. Why Equality Screen?**

The Western Health and Social Care Trust is required by law, under Section 75, NI Act (1998) to have evidence that the following questions have been considered in relation to all policy development, strategic planning and general decision making. This template sets out a process that provides that evidence:

- What is the likely impact on equality of opportunity for those affected by this policy, for each of the Section 75 categories? (minor/major/none)
- Are there opportunities to better promote equality of opportunity for people within the Section 75 categories?
- To what extent is the policy likely to impact on good relations, between people of a different religious belief, political opinion or racial group? (minor/major /none)
- Are there opportunities to better promote good relations between people of a different religious belief, political opinion or racial group?

### **2. Quarterly Reports on Equality Screening on Trust Website**

Under the new ECNI Section 75 Guidance, the Trust is required to provide quarterly reports on which policies/decisions have been equality screened. Both the policies and the completed screening form must be available for downloading from the Trust website, to the general public and staff. All consultees will be informed of the quarterly reports.

### **3. Quality Assurance**

To ensure that the equality screening has been carried out appropriately, all equality screening forms need to be quality assured by the Equality and Human Rights Unit. The Equality and Human Rights Unit requires a minimum of 3 weeks to facilitate this. Please send the draft document to [equality.admin@westerntrust.hscni.net](mailto:equality.admin@westerntrust.hscni.net).

### **4. Monitoring Compliance**

Internal audit are now monitoring levels of compliance in relation to the Trust's statutory duty to equality screen policies/proposals.

### **5. Support and Assistance**

Staff **MUST** attend Equality Screening Training (within the last 2 years) before undertaking equality screening. If you require further assistance or information on equality screening training, contact the Equality and Human Rights Unit (Tel: 028 8283 5278). There are also Equality Screening Guidance Notes available on the Trust Intranet under 'Useful Documents'.

**Use the Guidance Notes to help you complete this document.**

## (1) INFORMATION ABOUT THE POLICY OR PROPOSAL

### 1.1 Title of policy or proposal

**Title of Policy: Reform of Day Care Services – TYC PCOP5**

### 1.2 Description of policy or proposal

Over the past number of years the climate and context of health and social care service delivery has changed. In June 2011 the Minister for Health Social Services and Personal Services announced that there would be a review of the provision of Health and Social Care services within Northern Ireland - Transforming Your Care (TYC). The purpose of this review was to undertake a strategic assessment across all aspects of the Health and Social Care services by examining the present quality and accessibility of current services and the extent to which the needs of patients, clients, carers and communities are being met.

The main focus of TYC and general policy direction is that Older People should be looked after in their own home or as close to their own home as possible. The overarching intention of community care is to help people live at home with appropriate and timely support. Future services therefore need to focus on promoting independence, recovery and rehabilitation, which in turn will contribute to the overall reduction in the care needs and support for older people, thus creating a preventative model focusing on providing more intensive support to help people live a more active and improved quality of life at home and in the community. The aim of the Western Trust is to increase self-directed support and the promotion of individual budgets and this is being progressed in line with regional direction.

Transforming Your Care recommendations included the overall message that the existing model of care is not appropriate in meeting the needs for the future population and as a result set out a number of proposals for future services which puts the individual at the centre of services. Within Transforming Your Care 'Vision to Action' Consultation Document section 4.3 Older People proposal number 7 states that "Increase the opportunity for people to have self-directed support and individual budget; this means individuals or their carers would be able to have more choice and control over the services they receive" and proposal number 10 states that, "Enabling individuals to live at home requires a mixed economy of service providers to include community and voluntary, private and statutory sectors. Services should be procured to deliver this outcome." Both of these proposals are relevant to the reform of day care.

#### ***Current Situation/Service***

At present day care is provided throughout the Western Trust's geographical area. The types of day care within the Older People's Directorate are in the form of social care, adult day care and dementia specific care. These facilities are funded through statutory funds, service level agreements or voluntary/subsidised arrangements.

Day care is provided in 25 locations across the Trust providing 1,736 places on a weekly basis to approximately 650 service users. Over the next number of years the population of older people will increase as will the demand for a more effective service.

The Northern Ireland Statistics and Research Agency (NISRA) has provided several key population projection indicators for Northern Ireland:

- the growth of the population aged 65 and over (26%) is projected to be substantially larger

than that of the remainder of the population (1.5%) in the period 2012-2022;

- the number of people aged 65 and over is projected to exceed the number of children (i.e. those aged under 16) from mid-2027 onwards

In order for the Western Trust to provide the best care and support possible to meet the demands of current and future service users, day care services require reform and modernisation.

The table below provides a breakdown of day centres across the Trust:

Day Centre	Locality	Provider
Claudy	Waterside	Claudy Rural Development
Castledearg	Castledearg	Derg Valley Care
Faughanvale	Limavady	Faughanvale Community Project
Foreglen	Waterside	Fold Housing Association
Sevenoaks	Waterside	Fold Housing Association
Teemore	Fermanagh	Lakeland Community Care
Garrison	Fermanagh	Lakeland Community Care
Derrygonnelly	Fermanagh	Lakeland Community Care
Belcoo	Fermanagh	Lakeland Community Care
Newtownbutler	Fermanagh	Lakeland Community Care
(Lowtherstown) Irvinestown	Fermanagh	Inspire
Roslea	Fermanagh	Inspire
Gortmore	Omagh	WHSCT
Beragh	Omagh	WHSCT
Dromore	Omagh	WHSCT
Gortin	Omagh	WHSCT
Newtownstewart	Omagh	WHSCT
Greencastle	Omagh	WHSCT
Strabane	Strabane	WHSCT
Tempo Road Day Centre	Fermanagh	WHSCT
Drumhaw	Fermanagh	WHSCT
Foyleville	Cityside	WHSCT
Creggan	Cityside	WHSCT
Carnhill	Cityside	WHSCT
Thackeray	Limavady	WHSCT

Historically the centres were initially set up as a response to the growing unmet need at the time and whilst there are similarities to the basic structures surrounding the current services, there is a disparity in how they operate. In going forward, the Trust needs to ensure modern and consistent provision of day care.

As part of its commitment to Personal and Public Involvement (PPI), the Trust organised a series of workshops in 2013-14 across all localities, where service users' views were channelled through day centre managers on their views on how day care should be provided in the future. A number of key themes were raised at these meetings:

- Positive feedback on current service provision
- Travel implications
- Capacity to deliver new service model

- Potential loss of service
- Impact on rural services
- Impact on Trust staff
- Impact on independent day care providers

Based on the feedback from services users on the future design of day care services, the Trust set up a project team in August 2014 to review the current services provided within day care based on feedback from the workshops. The objective of this review was to examine existing services alongside strategic directions to secure a service model that will provide a high quality, safe, sustainable, accessible and timely service. In doing this, geographical areas, current client profile, future profiles, current criteria, cost per unit and transport issues were examined.

The project team included the following:

Assistant Director for Adult Safeguarding  
 Head of Care & Accommodation  
 Locality Services Manager, Primary & Community Care Division  
 Contracts Department Manager  
 Strategic Change & Performance Improvement Manager  
 Project Support Officer

The project team also took the opportunity to:

1. Review current services to identify if best use was being made of them
2. Look at best practice in each facility to see what works well/not so well.
3. Assess current client's needs within Level 1 and Level 2 day care criteria (as highlighted in previous consultation in 2009) Level 1 services are for those people with higher level support needs who require essential support, including those suffering from dementia, those with complex physical care needs and those requiring time-limited rehabilitative support. Level 2 clients' needs are assessed as falling within the moderate and lower categories of need as defined within the 'Regional Access Criteria'.
4. Identify priorities in meeting needs to ensure the creation of a model that adopts a person-centred approach to support service users and their carers
5. Ensure the models to be introduced reflect the needs of a variety of service users/carers within local communities.

### ***Outcomes from the Project Team***

Based on the feedback from service users; staff and independent providers and the review of the current service model, the project team produced a report on the main findings during January 2015:

- **Types of Service Users accessing Day Care services for Older People** – analysis of attendance activity and referral forms showed that clients with Level 1 needs tended to avail more of statutory day care (75% statutory, compared with 58% independently commissioned services). Clients with Level 2 needs tended to avail more of independently commissioned services (41% independently commissioned services versus 25% statutory day care). However, the team recognised that some service users attend a day centre that was nearest to their home and not necessarily based on their level of need nor the provider.

- The information from the above analysis was gathered by monitoring attendance levels and referral forms in statutory day centres and independently commissioned day care services over the previous 2 year period.
- **Under-utilisation of resources** - 10 of the 12 statutory services were 70% under-utilised and in 3 of these facilities, under 50%. In independent sector day care, only 3 of the 12 services provided were 70% under-utilised.
- **Variance in the skill mix** - there is a difference in the numbers of care staff, senior staff and management within statutory services. Some services have care staff and a manager whilst other services have care staff, senior care staff and a manager. The current model has a lack of uniformity in terms of staff skill mix, across statutory services. The proposed new model will address this skill mix inequality to ensure equality of services across all the Trust's statutory day centres.
- **Variance in length of stay outcomes** - some clients have been in the same service for an average of 5-8 years and in some cases more. This does not reflect the ethos of the proposed new service model, which focuses on promoting independence, recovery and rehabilitation, which in turn will contribute to the overall reduction in the long-term care needs and support for older people.
- **Transport** - one of the major costs of providing day care was attributed to transport. As a provider of day care services, both the statutory and independent services are required to provide transport for clients. In some cases, costs were considerable, as clients live very far away or may be on a bus for a longer time than outlined in the Regulation and Quality Improvement Authority (RQIA) Day Care minimum standards 2012. As a result, the Trust was required to arrange taxis to meet this need, which entailed significant additional unfunded expenditure. As the Trust has a statutory obligation to break even financially, reform of the current transport services for day care is required.

### ***Recommendations from the Project Team***

Following completion of the review, the project team proposed **a three-tiered model of day care** that focuses on prevention, independence and choice through access to multiple services, increasing the use of voluntary, independent sectors and local resource centres to provide services that will prove to be more efficient and cost effective due to its shared responsibilities/partnership between the Trust and community.

Existing service users will receive a comprehensive re-assessment of their current care needs and this will determine the most appropriate level of day care in a facility that most appropriately meets their individual needs. It is proposed that the re-assessment process will be carried out on a phased basis over a 1-year period. Future service users will automatically receive an assessment of their individual needs.

### ***Level 1 Day Care***

Level 1 day care will focus on providing a service for older people who require support as a result of their frailty, reablement needs, complex needs or cognitive impairments (based on their assessment of need). This service will be based on providing support to carers in the form of respite/day clinics to promote opportunities to relieve carers from their intense caring role for periods of time. These clients will also be provided with social interaction activities suitable to their needs.

**Level 2 Day Care**

Level 2 will focus on supporting more independent service users (based on their assessment of need) who require a higher level of social support, inclusion and interaction.

This would involve services that provide social inclusion/ support/ education/ information/ advice/meals/drop-in-centres etc. The service model would provide guidance, support, health and well-being opportunities, therapies, group activities, education and information sessions areas that will be viewed as preventative measures.

**Level 3 Day Care**

Level 3 will focus on providing services within local communities providing active living resources, handyman services, support groups, day clinics, community initiatives, leisure facilities to promote exercise, self-referral agencies, mobility schemes, etc.

Day care is a regulated service and subsequently monitored by RQIA via announced and unannounced inspections, to ensure Minimum Day Care Standards are met and maintained to ensure high quality and safe services.

**The Proposed Way Forward**

Each locality within the Trust will have Level 1 and Level 2 day centres. In addition, Level 3 services, which are provided within local communities, will be available in each locality. **People currently in receipt of day care in a day centre will continue to receive their day care in a day centre.** Future service users will have access to Levels 1, 2 or 3 day care and will receive the appropriate form of day care, based on their assessment of need.

The table below outlines the provision of Level 1 and Level 2 day care by locality in the proposed new service model. Level 3 day care already exists in the form of Active Living Contracts and Flexicare, which are delivered through the community and voluntary sector within local communities.

The figures in brackets after each facility indicates the days per week the service operates:

	<b>Current Level 1 Day Care Services</b>	<b>Proposed Level 1 Day Care Services</b>	<b>Current Level 2 Day Care Services</b>	<b>Proposed Level 2 Day Care Services</b>
<b>Cityside/ Waterside/ Limavady</b>	Foyleville (5) Creggan (3) Sevenoaks (7) Carnhill (5) Thackeray (5) Faughanvale (3) Foreglen (2) Claudy (3)	Creggan (5) Sevenoaks (7) Thackeray (5)  <i>Day Care Services provided at Foyleville will transfer to Creggan Day Centre</i>	Foyleville (5) Creggan (3) Carnhill (5) Thackeray (5) Faughanvale (3) Foreglen (2) Claudy (3)	Carnhill (5) Faughanvale (3) Foreglen (2) Claudy (3)
<b>Strabane/ Castledearg/</b>	Strabane (5) Castledearg (3)	Strabane (5) Newtownstewart	Strabane (5) Castledearg (3)	Strabane (5) Castledearg (3)

<b>Omagh</b>	Gortmore (5) Newtownstewart (1) Beragh (2)	(2) Gortmore (5)	Dromore (3) Gortin (1) Gortmore (5) Newtownstewart (1) Beragh (2) Greencastle (1)	Greencastle (1) Beragh (2)  <i>Service users who currently attend either Gortin or Dromore Day Centres, will in future, receive day care in a facility within their locality that better meets their assessed level of need and will be within the 45 minute travel time as stipulated in RQIA's Minimum Day Care Standards 2012.</i>
<b>Fermanagh</b>	Tempo Road (5) Teemore (3) Drumhaw (5) Garrison (2) Derrygonnelly (2) Belcoo (2) Newtownbutler (1) Irvinestown (3) Roslea (2)	Tempo Road (5) Drumhaw (5) Irvinestown (3)	Teemore (2) Garrison (2) Derrygonnelly (2) Belcoo (2) Newtownbutler (1) Lowtherstown/ Irvinestown (3) Roslea (2)	Teemore (2) Garrison (2) Derrygonnelly (2) Belcoo (2) Newtownbutler (1)  <i>Service users who currently attend Roslea Day Centre, will in future, receive day care in a facility within their locality that better meets their assessed level of need and will be within the 45 minute travel time as stipulated in RQIA's Minimum Day Care Standards 2012.</i>

Existing service users will continue to receive the current quantity of day care they currently receive in either a Level 1 or Level 2 day centre and they may receive day care in a different facility that better meets their needs. All service users affected by these proposals will have a maximum travel time to an alternative day centre of 45 minutes.

Existing service users who currently receive day care in Foyleville will in the future receive day care either in Creggan Day Centre or Carnhill Resource Centre. This will be determined by the re-assessment of their needs.

Existing service users who currently receive day care at Gortin will in the future receive day care in Newtownstewart Day Centre.

Existing service users who currently receive day care in Dromore Day Centre will in the future receive day care in either Gortmore or Irvinestown Day Centres

Existing service users who currently receive day care in Roslea will in the future receive day care in either Drumhaw or Tempo Road Day Centres.

Day care is a regulated service and subsequently monitored by RQIA via announced and unannounced inspections, to ensure Minimum Day Care Standards are met and maintained to ensure high quality and safe services.

All day care providers are required to provide clients with transport to and from Day Care centres. Additionally, providers are obliged to adhere to RQIA Minimum Day Care Standards 2012, paragraph 12.4 which states: *"If possible, service users' journey to and from the day care setting should not normally exceed 45 minutes."* All service users accessing Trust/independent provider transport have a transport assessment completed prior to attendance at day care and RQIA standards apply to highlight any issues that will impact on their ability to access transport and their individual transport time.

No service user's journey time from the moment they leave their home to the moment they arrive at the day centre exceeds 45 minutes. If necessary, Trust Transport and taxi services complete a number of journeys to ensure travel time standards are adhered to. This routine will continue if the proposed service model is implemented.

As day care is a regulated service, the Trust is required to ensure that statutory and independently commissioned services meet the relevant RQIA and other legislative standards and this will be monitored and reviewed by both the Trust and RQIA.

Assessment of future service users will indicate the most appropriate level of day care within their locality. This could be at Level 1, Level 2 or Level 3 as described above.

The following centres are currently Level 1 centres, but within a 1-year period of implementation of the proposed new model, admissions for Level 1 needs would cease, with only Level 2 admissions accepted. These centres would then become Level 2 centres only:

- Beragh, Omagh
- Teemore, Enniskillen
- Derrygonnelly, Enniskillen

Level 3 day care services will focus on providing services within local communities rather than in a day centre, providing active living resources, handyman services, support groups, day clinics, community initiatives, leisure facilities to promote exercise, self-referral agencies, mobility schemes, etc. These services currently exist within Trust localities through the Flexicare Service and Active Living Contracts, provided by local community and voluntary organisations.

### 1.3 Main stakeholders affected (internal and external)

It is envisaged the following internal and external stakeholders will be affected by this proposal:

- Current and potential service users of PCOPS day care services, including those with a physical or learning disability or mental health condition
- Carers and families of service users
- Trust staff\* – day care; support services and transport staff
- Independent sector day care providers and their staff
- Community and voluntary sector organisations
- Private transport providers, ie, taxi firms
- RQIA
- DHSSPSNI

*\*(Trade Unions shall also be included in discussions regarding the proposed draft changes)*

#### **Timeline for Implementation**

The Trust commenced a targeted 8-week consultation with a range of stakeholders including service users and their families, community and voluntary organisations and district councils on 23 February 2015. These key stakeholders identified will be given a copy of the consultation document and encouraged to provide feedback on the proposals contained within it.

A communication plan has been developed that outlines the phasing the consultation period through to the Trust recommendation/decision. All current service users and all other key stakeholders will be kept fully informed at all stages of this consultation and will have an opportunity to provide their feedback on the proposed new service model.

### 1.4 Other policies or decisions with a bearing on this policy or proposal

DHSSPSNI	Transforming Your Care
DHSSPSNI	Commissioning Specifications 2013
NHS	National Service Frameworks And Strategies 2005
WHSC	Service Budget Agreements 2013
WHSC	Redeployment and Redundancy Policy
WHSC	PCOPS Review of Day Care 2014
Act Of Parliament DHSSPSNI	Disability Discrimination (NI) Order 2006 (DDO). 'Living Fuller Lives' (Bamford Review )
European Union Business Transfer Directive covered by UK Labour Law	Transfer of Undertakings (Protection of Employment) Regulations (TUPE)
RQIA	RQIA Day Care Regulations 2007
RQIA	RQIA Day Care Minimum Standards 2012

**(2) CONSIDERATION OF EQUALITY AND GOOD RELATIONS ISSUES AND EVIDENCE USED**

**2.1 Data Gathering**

**2.1.1** What information did you use to inform this equality screening? For example, previous consultations, statistics, research, Equality Impact Assessments (EQIAs), complaints, etc.

- WHSCT Review of Day Care Services in Primary Care and Older People’s Services Directorate, 2014
- RQIA Day Care Regulations 2007
- RQIA Day Care Minimum Standards 2012
- NISRA demographic information
- WHSCT Day Care Activity
- WHSCT Workforce Planning Statistics

**2.1.2 How did you involve people?**

The Trust requires evidence of engagement with stakeholders to fulfil its statutory obligations under its Equality scheme, Consultation Scheme and Personal and Public Involvement strategy. Provide details of how you involved stakeholders e.g. views of colleagues, service users, carers, Trade Unions, Section 75 groups or other stakeholders.

**Consultation and Engagement Statement:** In your policy/proposal include a paragraph titled Consultation and Engagement and summarise this section. If there was no engagement, please explain why.

This proposal was approved by the Trust Board on 8<sup>th</sup> January 2015 to proceed to consultation stage to inform final opinions. The consultation process commenced on 23 February 2015 and due to end on 24 April 2015.

A communication plan has been developed to ensure that all key stakeholders including service users; day care providers; general public; staff and trade unions/staff side (February 2015) were provided with clear information on the timeline for the implementation of the proposed model.

A series of meetings has been arranged in each of the day centres. Senior Trust staff will be available at each centre to provide information and encourage engagement in the consultation process. These meetings were arranged for March/April 2015.

In addition, a letter will be sent to all service users informing them and/or their relatives/ carers of the consultation process and visit to day care centres.

The Trust will also issue a press release and consultation document, which will be shared with local MLAs, MPs and council Chief Executives (for sharing with Councillors). The Trust will also contact each Council to request a date in the diary for Trust officers to attend a Council meeting and provide a presentation in relation to the consultation. This took place during March 2015.

The Communications Departments of the Health and Social Care Board; Department of Health, Social Service and Public Safety and Business Services Organisation were also sent a copy of the press release asking them to share internally in their own organisations.

A public information exercise will be completed following implementation of any proposed new service model.

A consultation feedback report will be produced as soon as possible after the end of the consultation period. Individual responses will be sent to those who have responded directly to the consultation. Staff and Trade Unions will also have the opportunity to review and provide feedback on the draft proposed changes.

**2.2 Equality Profile**

Who is affected by the policy or proposal? What is the makeup (%) of the affected group? Please provide a statistical profile. Could you improve how you gather Section 75 information? Are there any issues or problems? For example, a lower uptake that needs to be addressed or greater involvement of a particular group? If the policy affects both staff and service users, please provide information on both. If not, merge the 2 columns.

<b>Category</b>	<b>Service Users, etc.</b>	<b>77 Trust Staff within Day Care; Support Services and Transport</b>														
<b>Gender</b>	Based on NISRA’s 2013 mid-year population estimates, the following information is available for +65 years population by gender as follows within the WHSCT area:  19,008 males 22,506 females	60 Female 17 Male														
<b>Age</b>	Approximately 610 day care users aged +65 years.  Based on NISRA’s 2013 mid-year population estimates, the following information is available for +65 years population within the WHSCT area:  <table border="1" data-bbox="304 1420 831 1686"> <thead> <tr> <th>Age Group</th> <th>Number of Persons</th> </tr> </thead> <tbody> <tr> <td>65-69</td> <td>13,695</td> </tr> <tr> <td>70-74</td> <td>10,178</td> </tr> <tr> <td>75-79</td> <td>7,741</td> </tr> <tr> <td>80-84</td> <td>5,351</td> </tr> <tr> <td>85-89</td> <td>3,026</td> </tr> <tr> <td>90+</td> <td>1,523</td> </tr> </tbody> </table>	Age Group	Number of Persons	65-69	13,695	70-74	10,178	75-79	7,741	80-84	5,351	85-89	3,026	90+	1,523	16-24 years = 3 25-34 years = 12 35-44 years = 18 45-54 years = 20 55-64 years = 19 65+ years = 5
Age Group	Number of Persons															
65-69	13,695															
70-74	10,178															
75-79	7,741															
80-84	5,351															
85-89	3,026															
90+	1,523															
<b>Religion</b>	The Trust does not collect information on service users’ religious beliefs.  Figures from 2011 Census for Western Trust Area indicate:- Catholic: 182,996 (32.16%) Presbyterian: 29,353 (9.97%) Church of Ireland: 37,154 (12.62%) Methodist: 4,900 (1.66%) Other Christian: 7,212 (2.45%) Other religions: 1,475 (0.50%)	Protestant = 15 Roman Catholic = 51 Not Determined = 11														

Category	Service Users, etc.	77 Trust Staff within Day Care; Support Services and Transport
	No religion: 12,199 (4.14%) Religion not stated: 19,128 (6.50%)	
<b>Political Opinion</b>	Information not known – It is expected this will reflect local community. Figures from 2011 Census for Western Trust Area indicate:- (Based on first choice votes held by electoral office) Nationalist: 86,834 (53%) Unionist: 61,995 (38.06%) Other: 14,025 (8.62%) Overall total: 162,854	Broadly Unionist = 2 Broadly Nationalist = 13 Other = 5 Do not wish to answer/not known = 57
<b>Marital Status</b>	Information not known - it is expected this will reflect local community. Figures from 2011 Census for Western Trust Area indicate:- Single: 87,557 Married: 106,383 In registered same-sex civil partnership: 161 Separated but still legally married: 9,678 Divorced or formerly in a same-sex civil partnership which is now legally dissolved: 11,063 Widowed or surviving partner from a same-sex civil partnership: 14,487	Married = 50 Single = 19 Other = 8
<b>Dependent Status</b>	Figures from the 2011 Census provides the following information on unpaid carers:  All usual residents aged 16 to 7 = 197,213 Provides unpaid care: In employment 119,455 Part-time 39,558 Full-time 79,897 Not in employment 77,758	Yes = 24 No = 12 Not Known = 41
<b>Disability</b>	The 2011 Census indicated the following:  37% of the WHSCT's +65 population described their 'day-to-day activities limited a lot' by a long-term health condition or disability.  The report on the review of day care 2014 indicated that there were approximately 70 clients with either a physical or learning disability in receipt of day care provided by PCOPS Directorate.	Yes = 1 No = 34 Not Known = 42
<b>Ethnicity</b>	Figures from 2011 Census for Western Trust Area indicate:-  White: 290,923 (98.81%)	Black African = 0 Bangladeshi = 0 Black Caribbean = 0 Chinese = 0

<b>Category</b>	<b>Service Users, etc.</b>	<b>77 Trust Staff within Day Care; Support Services and Transport</b>
	Chinese: 486 (0.17%) Mixed: 740 (0.25) Irish Traveller: 251 (0.09%) Indian: 893 (0.30%) Other Ethnic Group: 294 (0.10%) Pakistani: 99 Black African: 115 (0.04%) Black Caribbean: 64 (0.02%) Black Other: 58 (0.02%) Bangladeshi: 21 (0.01%) Other Asian: 473 (0.16%)	Indian = 0 Irish Traveller = 0 Pakistani = 0 White = 60 Mixed Ethnic Group = 0 Other = 1 Filipino = 0 Black Other = 0 Not Known = 16
<b>Sexual Orientation</b>	Data not currently available—research by Rainbow suggests 6-10% of the population are gay, lesbian or bi-sexual.	Opposite sex = 33 Same sex = 1 Same and Opposite sex = 1 Do not wish to answer/not known = 42

**2.3 Assessing Needs/Issues/Adverse Impacts, etc.**

What are consequences of the policy/proposal on Users/Carers and staff? What are the different needs, issues and concerns of each of the equality groups? Are there any adverse impacts? If the policy affects both staff and service users, please specify issues for both. If not, merge the 2 columns. Please state the source of your information, e.g. colleagues, consultations, research, user feedback, etc.

	<b>Needs and Experiences</b>	
<b>Equality Group</b>	<b>Service Users, etc.</b>	<b>Staff</b>
<b>Gender</b>	No issues identified	No issues identified
<b>Age</b>	The majority of service users who may be affected by this proposal are aged +65 years. However, the proposed new service model will ensure that existing service users will continue to receive the same quantity of day care they currently receive, but it may be in another day centre within their locality that better meets their needs.	No issues identified
<b>Religion</b>	The proposed model of day care delivery will be available to all service users irrespective of religious belief.	No issues identified
<b>Political Opinion</b>	No issues identified	No issues identified
<b>Marital Status</b>	No issues identified	No issues identified
<b>Dependent Status</b>	Existing service users will continue to receive the same quantity of day care they currently receive and within their locality area.	It is acknowledged that there could be a change in work patterns or staff base if staff are redeployed.

<p><b>Disability</b></p>	<p>Information will need to be in suitable formats including audio, Makitron, Easyread etc. Information for relatives and visitors will also be available if required in alternative formats e.g. large print, audio, braille etc.</p>	<p>Information on any proposals/ changes needs to be available in alternative formats for staff who have indicated that they have a disability including large font, braille etc. Training will also be adapted as required to meet needs of attendees with a disability.</p>
<p><b>Ethnicity</b></p>	<p>Interpreters will need to be used for those service users/families that do not have English as a first language. Information will also need to be translated in line with Trust Guidelines.</p>	<p>No issues identified</p>
<p><b>Sexual Orientation</b></p>	<p>No issues identified</p>	<p>No issues identified</p>
<p><b>Other Issues: e.g. Rurality</b></p>	<p>It is acknowledged that this proposal was directly impact on a number of day centres in rural areas. However, the proposed service model has been carefully considered from a geographical point of view and believes that no existing service user who may be required to receive their day care in a different day centre from their current centre, will have excessive additional travel times.</p> <p>Existing service users will continue to receive the current quantity of day care they currently receive in either a Level 1 or Level 2 day centre. However, those service users who currently receive day care in Foyleville, Gortin, Dromore and Roslea will receive day care in a different facility, but still within their locality area and in a centre dedicated to meeting their level of assessed need.</p> <p>New service users will be assessed and assigned the appropriate level of day care within their locality, which could be at Level 1, Level 2 or Level 3 as described above.</p> <p>All day care providers are required to provide clients with transport to and from Day Care centres and ensure that RQIA guidelines are adhered to in respect of travel times to and from day centres.</p>	<p>The Trust's Redeployment and Redundancy Policy will apply. There may be a need for some staff to change work base/ work pattern.</p>

	<p>All service users accessing Trust/ independent provider transport have a transport assessment completed prior to attendance at day care and RQIA standards apply to highlight any issues that will impact on their ability to access transport and their individual transport time.</p> <p>No service user’s journey time from the moment they leave their home to the moment they arrive at the day centre exceeds 45 minutes. If necessary, Trust Transport and taxi services complete a number of journeys to ensure travel time standards are adhered to. This will continue if the proposed service model is implemented.</p> <p>A review of the impact of adverse weather conditions over the past 2 years has indicated that no centre in either urban or rural areas has had to close because of inaccessibility due to adverse weather. In instances where a facility has had to close, this has occurred because of operational problems within the day centre, ie, faulty heating system/power failure, etc.</p>	
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**2.4 Multiple Identities:** When considering this policy/proposal, are there any additional issues relating to people with multiple identities? For example: older women, disabled minority ethnic people, young Protestant men, disabled people who are gay, lesbian or bisexual.

Older people with a physical or learning disability and/or a mental health condition such as dementia

**2.5 Making Changes: Promoting Equality of Opportunity/Minimising Adverse Impacts**

Based on the equality issues you identified in 2.2, 2.3 and 2.4, what do you currently do that meets those needs? What additional changes do you intend to make that will improve how you promote equality of opportunity or minimise adverse impacts?

Equality Group	Actions that promote equality of opportunity or minimise (mitigate) adverse impacts
Dependent Status	<p>The proposed new service model will allow service users to have access to a service which could provide an alternative to admission to long term care, or an early discharge</p> <p>The new service model will provide respite care to support carers in their caring role</p>

<p><b>Disability</b></p>	<p>The new service model will provide flexible and personalised support that takes into consideration the needs, choices and preference of individuals, which is particularly suitable for those with a disability</p> <p>Information will need to be in suitable formats for each service user including audio, Makitron, Easyread etc. Information for relatives and visitors will also need to be available in alternative formats e.g. large print, audio, braille etc.</p>
<p><b>Ethnicity</b></p>	<p>Interpreters will need to be used for those service users/families that do not have English as a first language. Information will also need to be translated in line with Trust Guidelines.</p>
<p><b>Age</b></p>	<p>All Service users are supported in accessing services that are evidence based and promote their social inclusion, care and recovery</p>
<p><b>All Staff</b></p>	<p>The proposed new service model will have appropriate staffing levels and skills mix in relation to need</p> <p>The Trust consulted with staff side on the proposed new service model on 4<sup>th</sup> February 2015 and the staff consultation document was made available to affected staff for a 2-week consultation period.</p> <p>A meeting with the affected staff groups and their Trade Union representatives will be convened as soon as possible where this proposal document will be shared and they will be given the opportunity to contribute to the consultation process.</p> <p>The Trust commenced a targeted 8-week consultation exercise on 23 February 2015.</p>
<p><b>Disability (Staff)</b></p>	<p>The Trust will ensure reasonable adjustment for any member of staff with a disability to meet the requirements of the all relevant legislation, including the Disability Discrimination Act.</p> <p>Trust HR policies will apply</p>
<p><b>Rurality (Service Users)</b></p>	<p>A large proportion of the Trust's catchment area is rural. The proposed new service model has been carefully considered for its geographical implications and where existing service users may be required to transfer to alternative day centres, travel time will still be within RQIA Minimum Day Care Standards 2012, paragraph 12.4 which states: "If possible, service users' journey to and from the day care setting should not normally exceed 45 minutes."</p> <p>All service users accessing Trust/independent provider transport have a transport assessment completed prior to attendance at day care and RQIA standards apply to highlight any issues that will impact on their ability to access transport and their individual transport time.</p> <p>No service user's journey time from the moment they leave their home to the moment they arrive at the day centre exceeds 45 minutes. If necessary, Trust Transport and taxi services complete a number of journeys to ensure travel time standards are adhered to. This will continue if the proposed service model is implemented.</p> <p>A review of the impact of adverse weather conditions over the past 2 years has indicated that no centre in either urban or rural areas has had to close because of inaccessibility due to adverse weather. In instances where a facility has had to close, this has occurred because of operational problems within the day centre,</p>

<b>Transport for Service Users</b>	ie, faulty heating system/power failure, etc.
	All day care providers are required to provide clients with transport to and from Day Care centres. Additionally, providers are obliged to adhere to RQIA Minimum Day Care Standards 2012, paragraph 12.4 which states: "If possible, service users' journey to and from the day care setting should not normally exceed 45 minutes."
	All service users accessing Trust/independent provider transport have a transport assessment completed prior to attendance at day care and RQIA standards apply to highlight any issues that will impact on their ability to access transport and their individual transport time.
	No service user's journey time from the moment they leave their home to the moment they arrive at the day centre exceeds 45 minutes. If necessary, Trust Transport and taxi services complete a number of journeys to ensure travel time standards are adhered to. This will continue if the proposed service model is implemented.
A review of the impact of adverse weather conditions over the past 2 years has indicated that no centre in either urban or rural areas has had to close because of inaccessibility due to adverse weather. In instances where a facility has had to close, this has occurred because of operational problems within the day centre, ie, faulty heating system/power failure, etc.	

**2.6 Good Relations**

Does the policy/proposal have any impact/consequences for Good Relations? What changes to the policy or proposal or what additional measures could you suggest to ensure that it promotes good relations (if any)? (Refer to Guidance Notes for guidance on impact).

Group	Impact/Consequences	Suggestions
Religion	No Issues Identified	No Issues Identified
Political Opinion	No Issues Identified	No Issues Identified
Ethnicity	No Issues Identified	No Issues Identified

**(3) CONSIDERATION OF DISABILITY DUTIES**

<b>How does the policy/proposal encourage disabled people to participate in public life and promote positive attitudes towards disabled people?</b>
<p>This proposal will promote social inclusion and full citizenship for people with a disability including:-</p> <ul style="list-style-type: none"> <li>• Undertaking activities that have a purpose</li> <li>• Being in ordinary places</li> <li>• Doing things that most members of the community do</li> <li>• Doing things that are right for them personally</li> <li>• Receiving support that meets their individual and specific requirements and overcomes inequalities</li> <li>• Meeting local people, developing friendships, connections and a sense of belonging.</li> </ul>

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**(4) CONSIDERATION OF HUMAN RIGHTS**

**4.1 Does the policy or proposal adversely affect anyone’s Human Rights?  
Complete for each of the Articles.**

<b>Article</b>	<b>Positive Impact</b>	<b>Negative Impact - human right interfered with or restricted</b>	<b>Neutral Impact</b>
Article 2 – Right to life			√
Article 3 – Right to freedom from torture, inhuman or degrading treatment or punishment			√
Article 4 – Right to freedom from slavery, servitude & forced or compulsory labour			√
Article 5 – Right to liberty & security of person			√
Article 6 – Right to a fair & public trial within a reasonable time			√
Article 7 – Right to freedom from retrospective criminal law & no punishment without law			√
Article 8 – Right to respect for private & family life, home and correspondence.			√
Article 9 – Right to freedom of thought, conscience & religion			√
Article 10 – Right to freedom of expression			√
Article 11 – Right to freedom of assembly & association			√
Article 12 – Right to marry & found a family			√
Article 14 – Prohibition of discrimination in the enjoyment of the convention rights			√
1 <sup>st</sup> protocol Article 1 – Right to a peaceful enjoyment of possessions & protection of property			√
1 <sup>st</sup> protocol Article 2 – Right of access to education			√

**If you have answered either ‘Positive Impact’ or ‘Neutral Impact’ to all of the above, please move on to Section 5.**

**4.2 If you have identified any potential negative impacts to any of the articles, please complete the following table.**

Article Number	What is the negative impact and who does it impact upon?	What do you intend to do to address this?	Does this raise any further legal issues?* Yes/No

*\*It is important to speak to your line manager on this and if necessary seek legal opinion to clarify this.*

**4.3 Outline any further actions which could be taken to promote or raise awareness of human rights or, to ensure compliance with the legislation in relation to the policy or proposal.**

The Trust’s proposal on the redesign of day care services will ensure that they receive a day care service that is tailored to their individual needs and will promote their independence, maintaining them in their own home for longer; giving them greater autonomy and choice.

**(5) SHOULD THE POLICY OR PROPOSAL BE SUBJECT TO A FULL EQUALITY IMPACT ASSESSMENT?**

A full Equality Impact Assessment (EQIA) is usually confined to those policies or decisions considered to have major implications for equality of opportunity. Base your decision on information from sections 2.2, 2.3, 2.4 and 2.5.

**How would you categorise the impacts of this proposal or policy? (refer to Guidance Notes for guidance on impact)**

**Do you consider that this policy or decision needs to be subjected to a full Equality Impact Assessment?**

**Please tick:**

<b>GREEN:</b> No impact	
<b>AMBER:</b> Minor impact	X
<b>RED:</b> Major impact	

**Please tick:**

Yes	
No	X

**Please give reasons for your decision.**

The Trust believes that this proposal does not require an EQIA at this time on the basis that the proposed draft changes are considered to have a minor impact on equality of opportunity. This is on the basis that the proposed draft new service model has been carefully considered to ensure that current and future service users within the Trust’s geographically diverse areas have access to the range of levels of day care that meets their individual needs on a health and social care basis, as well as their particular geographical circumstances, whether they are urban or rural. Although this is currently deemed to have minor impact on equality of opportunity the Trust will subject this draft proposal to ongoing screening until after the consultation exercise and revisit this screening rating on the basis of any new or additional information or impacts becoming known as a direct result of the consultation exercise.

The Trust commenced a targeted 8-week consultation period on 23 February 2015 with the Trust’s consultee list, with all service users receiving a copy of the proposal document that will be in an accessible and easy to understand format. The Trust facilitated a range of meetings in all day centres during March and April 2015 and gave each service user the support and encouragement to put forward their views on this proposal.

The proposed new model is established on the following principles:

- A service that identifies specific criteria to ensure service users attend appropriate services
- All existing service users will receive a comprehensive re-assessment of their needs to ensure they receive a responsive service with flexibility and personalised support that meets their assessed needs
- All service users are supported in accessing services that are evidence based and promote social inclusion, care and recovery in line with local and regional policy
- All service users will have access to a service that could provide an alternative to admission to long term care, or an early discharge
- A service that takes into consideration individuals’ choices and preferences
- A service that provides respite care
- A service that provides information/educational support (benefits, activities within local areas, health etc.)

- A service that provides support through reablement
- A service that has appropriate staffing levels and skills mix in relation to service need to ensure service users receive care from trained and motivated staff.
- The modernisation of the service to make it more efficient and effective and aligned with the strategic directions of TYC
- A service that is financially sustainable
- A regulated service that means the Trust is required to ensure statutory and independently commissioned day care services meet the necessary RQIA standards to ensure service users receive the highest quality of care and support possible

Alternative posts will be sourced for Trust staff directly affected by this proposal either within the Directorate in the first instance or in the wider Trust area, with due consideration taken of all relevant Trust policies and legislation, as well as the individual circumstances.

**NOTE: Equality and Human Rights Statement:** The policy/proposal that this screening relates to MUST include the above paragraph. In addition, this paragraph should be used in the briefing note to Trust Board and will also be included in the Trust's Equality Screening Report.

## (6) EQUALITY AND HUMAN RIGHTS MONITORING

**What data will you collect in the future in order to monitor the effect of the policy or proposal, on any of the equality groups, for equality of opportunity and good relations, disability duties and human rights?**

Monitoring information will be collected monthly to assess day care activity.

Data will also be collected and monitored from the following:

- Care plans
- Incident reports
- Complaints, comments and compliments
- Audit inspection findings
- RQIA Reports
- Staff complaints
- On-going staff appraisals
- One to One staff meetings with line managers to assess uptake of work life balance options for staff affected,
- Provision of reasonable adjustments for staff any affected with a disability.

**Approved Lead Officer:** Deirdre Walker

**Position:** Assistant Director, Adult Safeguarding

**Policy/Proposal Screened By:** Lorna Stevenson

**Date:** 14 April 2015

**Quality Assurance:** Please send the final draft for quality assurance to the Equality and Human Rights Unit, Tyrone and Fermanagh Hospital, Omagh, BT79 0NS or email: [equality.admin@westerntrust.hscni.net](mailto:equality.admin@westerntrust.hscni.net). **Quality Assurance can take up to three weeks.**

**Directorate SMT Approval:** The completed Equality Screening Form **MUST** be presented along with the policy/proposal to your Directorate SMT for approval.

**Quarterly Equality Screening Reports:** When final Trust approval is received, ensure that you send the completed screening form and associated policy/proposal, etc. to the Equality and Human Rights Unit, for inclusion in the WHSCT's quarterly equality screening reports. As a public document, the screening form will be available for downloading on both the Trust's website and intranet site.