

BRAINTREE DISTRICT COUNCIL - IMPACT ASSESSMENT

WHY DO I NEED TO DO AN ASSESSMENT?

This Impact Assessment isn't designed to 'catch you out'. It is designed to help you think about and improve the way you deliver your services by ensuring that they are as inclusive as possible.

It will help you to test the impact on people when reviewing or developing new policies, strategies and functions to find out if there is any adverse impact or illegal discrimination or any unmet need or requirements.

Legislation imposes duties on local authorities to promote equality and tackle discrimination related to Age, Disability, Gender (includes marital status, pregnancy and childbirth, gender reassignment), Race (colour, ethnic or national origin, nationality) Religion or Belief, Sexual Orientation. These are known as 'protected characteristics'.

However, we have also included discretionary but important additional categories relevant to our District in this assessment process: People Living in Rural Areas, People living in Urban Areas, People on Low Incomes and People for whom English is not their first Language.

To comply with legislation the Council is required to publish its Impact Assessments and these will be made available on our website.

WHAT HAS TO BE IMPACT ASSESSED?

You need to do an Assessment when reviewing, making changes to or developing new and existing policies, strategies and functions that are relevant to equality. This can be determined as follows:

RELEVANT – Impact Assessment must be done

- The policy, strategy or function will impact on people (residents, staff or people living, visiting or working in Braintree District)
- The policy, strategy or function may benefit some people or communities and not others

NOT RELEVANT – Impact Assessment not needed

- No intended impact on people
- The policy, strategy or function is administrative only

HOW DO I DO THIS ASSESSMENT?

By answering the questions in the following Assessment template you will be able to consider any possible positive or negative impacts that a new or existing policy, strategy or function may have on defined groups, using data as evidence, and take action accordingly.

IMPACT ASSESSMENT – INITIAL SCREENING

Name of Policy, Strategy or Function being assessed	Keep Safe Scheme Braintree Pilot
Is this a new or existing Policy, Strategy or Function?	New Scheme for BDC
Person responsible for the assessment	Chris Robb
Service Area	Community Services
Head of Service	Charmaine Dean
Date	July 2011

1. What is the main purpose of the Policy, Strategy or Function?

The aim of the Keep Safe scheme is to stop bullying and abuse of people who are vulnerable within the Braintree District.
It will involve the following:

The Keep Safe Scheme involves people with a learning disability carrying a small card with them, with information about themselves and people who can be contacted if they need help.

Keep Safe Stickers will be placed in the windows of premises (these would be public places shops, libraries and leisure centres etc) that have been identified by people with a learning disability, showing people who are vulnerable that it is a place they can go to ask for help and support. The staff in the Keep Safe venue will be able to assist anyone who goes to them for help, by assisting them to access a telephone and to make a call on their behalf if necessary. The phone numbers will be on the Keep Safe Card they are carrying.

2. Who else will be involved in the delivery of this Strategy, Policy or Function?

If so, state who they are. They will need to be involved in producing this Impact Assessment

- Volunteers (People with a Learning Disability)
- Braintree District Mencap Society
- Braintree District Neighbourhood Watch
- Essex Police
- Be Safer Group
- Supported Housing Associations

3. Who are you delivering your service to/who will be affected by the Strategy, Policy or Function?

Local adults with a learning disability
Local Businesses

4. To ensure that you have all available information that could help you to undertake this Impact Assessment complete the following table to evidence which of the following sources of information you are using, or intend to use, to assess the impact of the Policy, Strategy or Function on people within the following **equality groups**: Disability, Race (colour, ethnic or national origin, nationality) Religion or Belief, Sex (marital status, gender reassignment), Sexual orientation, Age, People living in rural areas, People living in urban areas, People on low incomes, People for whom English is not their first language. **The sources listed are for guidance so please add/substitute your own categories as appropriate.**

Source

Reference (date/ relevant publication, etc)

Performance Indicators/Targets																															
User Satisfaction Surveys	The Be Safer 'Your Voice Survey' shows statistically that a majority of adults with a learning disability want some kind of safe place to go when they are out and about. (extracted from Be Safer Project Survey 8th June 2011)																														
Complaints information	<p>The following table shows the number of Braintree specific Safeguarding referrals to the Essex Safeguarding Adults Board for 2010/2011. These are for clients with a primary category of learning disability.</p> <table border="1"> <thead> <tr> <th></th> <th>First Quarter</th> <th>Second Quarter</th> <th>Third Quarter</th> <th>Fourth Quarter</th> <th>Cumulative</th> </tr> </thead> <tbody> <tr> <td>Total LD cases in Braintree</td> <td>25</td> <td>19</td> <td>17</td> <td>25</td> <td>86</td> </tr> <tr> <td>Emotional</td> <td>3</td> <td>2</td> <td>2</td> <td>4</td> <td>11</td> </tr> <tr> <td>Financial</td> <td>6</td> <td>1</td> <td>0</td> <td>4</td> <td>11</td> </tr> <tr> <td>Medical</td> <td>7</td> <td>7</td> <td>2</td> <td>0</td> <td>16</td> </tr> </tbody> </table>		First Quarter	Second Quarter	Third Quarter	Fourth Quarter	Cumulative	Total LD cases in Braintree	25	19	17	25	86	Emotional	3	2	2	4	11	Financial	6	1	0	4	11	Medical	7	7	2	0	16
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Demographic profiles (census, etc)	The Braintree District currently has 547 adults registered with Essex County Council as having a learning disability. Of these 146 live in the Braintree locality and receive support from the Adults Health & Community Wellbeing Team (ECC) and the Health Authority. Braintree District has the third highest LD Population in Essex																		
Local Needs Analysis (internal or external sources)	Information held by Essex Social Care (157 residents currently residing in Braintree, 547 living in the district)																		
Staff Survey results	BDC survey results 50 respondents June 2011, outlines that local people with a LD want a Keep Safe Scheme in Braintree.																		
Research reports	Mencap conducted a survey of people with a learning disability, and found that nearly nine out of ten respondents have experienced bullying in the last year. In particular, Mencap found that two-thirds are bullied on a regular basis and almost one-third suffer from bullying on a daily or weekly basis. Mencap suggests that the bullying of people with a learning disability is institutionalised throughout society. (Living in Fear 2009)																		
Best Practice	During a presentation from Jane Dellow PIP Hertfordshire & Adults with LD, on the 2 nd Feb 2011 to the Braintree District Hate Crime panel members, evidence was identified within the presentation photos and testimonials from People with a LD, that they felt safer since the Keep Safe Scheme was introduced in shops in Hertford, people with LD helped to present the presentation gave examples of real life experiences. This highlighted that proactive measures do help vulnerable people and give them confidence when accessing local amenities. Other councils include Devon Cornwall Gloucestershire and Northamptonshire who have also implemented variations of the Keep Safe Scheme have reported that people feel safer in when accessing the community.																		
Benchmarking data	District Councils are subject to a number of duties contained within legislation, guidance, and case law in relation to the safeguarding of vulnerable adults. This includes those with learning disabilities. Aspects of a duty of care can be found in																		

	guidance, policies, legislation and common law including the Government document, 'No Secrets', 2000.
Expert views of people representing the equality groups	The 2009 Government Hate Crime Action Plan recognise the lives of people with a learning disability are still constrained by experience of abuse and neglect, and they may not feel safe in their local communities having been victims of hate crime.
Other – please state	Braintree District Council officers have engaged with over 70 local people with a learning disability, we have asked for their views on the Keep Safe project and acted on their suggestions. Braintree residents have also been involved with the design of the logo and the supporting materials for the project.

5. Based on the data indicated in question 4, assess the impact that the Policy, Strategy or Function could have on the groups below. The impact could be positive ie it will benefit this group, it could help to promote equality, access, or improve relations within equality groups. The impact could be negative i.e. it could disadvantage them. You need to explain the reasons for the impact assessment you have made

Equality Group	Protected Characteristics	Positive Impact	Negative Impact/ Risk	Explanation
Age	Children 0-16		No risk identified at this time. But are excluded from the Keep Safe.	Children and young people up to the age of 18 years are excluded from this scheme.
	Young People 17-25	Yes		This pilot is to run for 12 months. The target audience is for all adults (over 18) with a learning disability. However if the pilot proves successful we aim to offer this scheme to the whole of the district. The longer term aim is to extend this scheme to all vulnerable people; therefore discrimination will be almost totally removed.

	Ages 26-59	Yes		
	Older People 60+	Yes		
Disability	Blind/Partially Sighted	Yes		
	Deaf/Hearing Impaired	Yes		
	Wheelchair user/mobility difficulties	Yes		
	Learning Difficulties	Yes		
	Mental Health Difficulties	Yes		
Gender	Men	Yes		
	Women	Yes		
	Transgender	Yes		
	Pregnancy & Maternity	Yes		
	Marriage & Civil Partnership	Yes		
Race	White including English, Scottish, Welsh, Irish, Eastern European (Polish Slovak, etc) Other White background – please specify Asian including Bangladeshi, Pakistani, Indian, Vietnamese, Chinese, Other Asian background – please specify	Yes		
	Black including Caribbean, Somali, Other African, Other Black background – please specify	Yes		
	Mixed Dual Heritage including White and Black Caribbean, White and Black African, White and Asian, Other mixed background – please specify	Yes		
	Gypsies/Travellers	Yes		
Religion/Belief	Buddhist	Yes		
	Christian	Yes		
	Hindu	Yes		
	Jewish	Yes		
	Muslim	Yes		

	Sikh	Yes		
	Other – please specify			
Sexual Orientation	Lesbian Gay men Heterosexual Bi-sexual	Yes		
Social Inclusion	People living in urban areas	Yes		
	People living in rural areas		Yes Risk of exclusion from the scheme	The Keep Safe pilot is aimed at people living and accessing Braintree Town Centre, so by default people living in rural areas who do not access BTC will be at a disadvantage. However if the pilot proves successful we will be offering this scheme to the whole of the district over a period of time.
	People on low incomes	Yes		
	English not first language	Yes		
Other (optional)	Use to define Impact on any groups specific to this Strategy, Policy or Function not listed above.	N/A	N/A	N/A

6. Based on your answer to question 5, could the Policy, Strategy or Function discriminate against any of the groups below either directly or indirectly

NOTE: Direct Discrimination occurs when a person is treated less favourably than another in a comparable situation because of their age, disability, gender, racial/ ethnic origin, religion/ belief or sexual orientation.

Indirect Discrimination occurs when an apparently neutral provision or practice would disadvantage people on the grounds of racial or ethnic origin, gender, religion or belief, disability, age or sexual orientation, unless the practice can be objectively justified by a legitimate aim

Group	Direct Yes/No	Indirect Yes/No	If Yes state how
Age	Yes	Yes	This scheme is currently only being piloted for Adults (over 18)
Disability	Yes		This is targeted for LD only at this early stage; this may be extended to all Vulnerable people after the pilot.
Gender	No		
Race	No		
Religion/Belief	No		
Sexual Orientation	No		
Social Inclusion	No		

7. Referring to your answers to questions 5 and 6, can you easily minimize or remove any negative impacts identified and if so how?

If this pilot scheme proves to be a success, we would aim to extend to all vulnerable people including young people (under 18)

8. If the negative impacts cannot be minimized or removed, they need to be justified. Please explain how and what the evidence for this is.

You may want to refer back to the monitoring data you listed in Question 4 to answer this question.

9. If you have identified any impacts as positive in Question 5, are there any further ways in which you can adapt the policy, strategy or function to increase or extend its positive benefits for equality groups? Please explain your reasoning.

10. Based on the information you have now provided in this assessment please proceed as follows:

Equality Impact Assessment	Action
No negative impacts have been identified and this has been justified with evidence	Go to Q11 and Sign Off

Negative impacts were identified but have been minimized or removed	Go to Q11 and Sign Off
There is insufficient evidence to reach a valid conclusion on the Impact	Go back and collect additional evidence/data and then complete a new Assessment
Negative impacts were identified but have not been minimized, removed or justified	Complete the Action Plan below and then sign off by completing Q11

11. Sign Off

Assessment Completed by (name & signature)	
Senior Manager (name & signature)	
Date:	

A copy of the signed Impact Assessment and any Action Plan should be retained and appended to the relevant Policy/Strategy document or Business Plan. A signed hard copy and an electronic copy should be sent to Charmaine Dean, Head of Community Services. It is a statutory requirement to publish the results of Equality Impact Assessments. We will make these available on our website.

IMPACT ASSESSMENT ACTION PLAN

You now need to develop and implement an Action Plan to address the negative impacts identified that could not be minimized, removed or justified.

This should include more detailed research, further data collection or consultation with representatives from the equality group(s) who you have identified as being likely to suffer a negative impact/be disadvantaged by the Policy, Strategy or Function being assessed.

ACTION PLAN

Equality Group (eg young people, blind/partially sighted, etc)	Negative Impact Identified	Action	By Who	Start Date	End Date

ACTION PLAN MONITORING

How will you monitor progress of your Action Plan? And at what intervals?	
How frequently will this monitoring take place?	
Who will be responsible for this?	

Now go back to question 11 to complete and sign off this Assessment