

## APPENDIX 2

# CONDUCTING AN EQUALITY IMPACT ASSESSMENT

## Impact assessment of Consultation process on the future of Y Frondeg

### 1) AUTHOR OF ASSESSMENT

Olwen Ellis Jones, Service Manager - Learning Disability, Adults, Health and Well-being.

### 2) PARTNERS

Present residents at Y Frondeg, families and staff  
Adults on Gwynedd Council Learning Disability register  
Families and Carers of children and adults with a learning disability  
Cabinet Member for Care – Cllr Gareth Roberts  
Councillor Member for Housing – Cllr Ioan Thomas  
Local Councillor Glyn Thomas (Cadnant)  
Gwynedd Council members  
Assembly and Parliamentary Members  
Learning Disability Service Improvement Group  
Caernarfon Town Council  
Advocacy Service  
Local Community

### 3) ASSESSMENT START DATE

1 June 2015

### 4) ASSESSMENT END DATE

Further assessment to be undertaken when the conclusions and recommendations of the consultation process are submitted.

### 5) AIMS AND OBJECTIVES OF THE SERVICE

Transparency is essential in the Council's decision making process, taking into account the opinion of the people who are affected by those decisions.

Consider enhancing and modernising or re-modelling the residential provision for the future, in order to comply with Welsh Government Strategy and Gwynedd Council's vision for people with a Learning Disability.

## APPENDIX 2

### 6) PARTICIPATION AND CONSULTATION

During the period leading up to the creation of the report and recommendation, the Council will:

- Hold discussions with Council Officers, and the Advocacy Service on the method and timetable to consult with individuals and their families.
- Develop a Consultation timetable with the key stake-holders to obtain their opinions regarding the options that have been identified following completing a Feasibility Study on the site and receiving guidance from the Cabinet.
- Timetable the intention to consult on the potential options, and put arrangements in place to support the key stakeholders during the consultation.

The following indicators will be in place to support stakeholders during the consultation:

1. An information leaflet which notes the background and sets the situation in its context.
2. Questionnaire on the options to receive stakeholders opinions
3. Individual meetings with the present residents of Y Frondeg and their families.
4. Independent advocacy provision available for service users
5. Meetings with staff.
6. Open dialogue with elected members.
7. A Council Officer available at specific times to receive observations during and after the consultation.

### 7) THE AVAILABLE EVIDENCE

We are continuing with the direction set by the Council to improve the quality of life of individuals with a Learning Disability.

This will be carried out by implementing Gwynedd Council's accommodation model transformation programme for adults with a Learning Disability, in accordance with:

- Learning Disability Commissioning Plan 2011-16
- Welsh Government Strategy ' Policy and Practices for Adults with a Learning Disability' 2007

And the North Wales strategic vision ' Mobius UK Developing Citizen Centred Services for People with a Learning Disability 2008'

## **APPENDIX 2**

### **8) GAPS IN EVIDENCE**

We are seeking the opinion of all stakeholders on the Gwynedd Council's Learning Disability Register, in order to ensure that there are no gaps in evidence.

**APPENDIX 2**

**9) RELEVANCE AND IMPACT**

**9a) On the General Duties**

| <b>General Duties of the Equality Act</b>                              | <b>Relevance</b> | <b>The actual or likely impact</b>  |
|--|------------------|---|
| <b>Abolishing illegal discrimination, harassment and victimisation</b> | Relevant         | We would ensure that during the consultation process there would be no discrimination against any of the protected characteristics.             |
| <b>Promoting equal opportunities</b>                                   | <b>Relevant</b>  | The consultation process will promote equal opportunities.  |
| <b>Encouraging good relationships</b>                                  | <b>Relevant</b>  | During the consultation, we would promote good relationships by encouraging the participation and input of various stakeholders to the process. |

## APPENDIX 2

### 10 a) On equality groups

| <b>Properties</b>              | <b>Relevance</b> | <b>The actual or likely impact</b>   |
|--------------------------------|------------------|--|
| <b>Race</b>                    | Relevant         | Any literature and correspondence will be presented in Welsh or English as those are the first languages of the key stakeholders associated with Y Frondeg.<br>We do not anticipate that the consultation will cause more concern to one group than the other. |
| <b>Disability</b>              | Relevant         | The consultation will consider the needs of users by offering an independent Advocacy Service for those wishing to use it and by offering information in alternative formats in accordance with the wishes of individuals.                                     |
| <b>Gender</b>                  | Relevant         | During the consultation process there will be no discrimination based on gender.<br>We do not anticipate that the consultation will cause more concern to one group than the other.  |
| <b>Gender reassignment</b>     | Relevant         | We do not anticipate that the consultation will cause more concern to one group than the other.  |
| <b>Sexual orientation</b>      | Relevant         | We do not anticipate that the consultation will cause more concern to one group than the other.  |
| <b>Religion and belief</b>     | Relevant         | We do not anticipate that the consultation will cause more concern to one group than the other.  |
| <b>The Welsh language</b>      | Relevant         | The consultation process is bilingual: people can respond through the medium of Welsh or English, or a language of their choice.   |
| <b>Age</b>                     | Relevant         | During the consultation process there will be no discrimination based on age.  |
| <b>Pregnancy and maternity</b> | Relevant         | We do not anticipate that the consultation will cause more concern to one group than the other.  |

**APPENDIX 2**

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| <b>Marriage and civil partnership</b> | Relevant | We do not anticipate that the consultation will cause more concern to one group than the other. |
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## APPENDIX 2

### 10) ADDRESSING THE IMPACT

|           |   |
|-----------|---|
| <b>a)</b> | <b>Note any possible impact in terms of equality</b><br><br>Any consultation will cause concern and uncertainty to key stakeholders. As a result, officers from the Adults, Health and Well-being Department will collaborate to put arrangements in place to support them during this period.  |
| <b>b)</b> | <b>What steps can be taken to reduce or improve these impacts?</b><br><br>The following indicators will be in place to support stakeholders during the consultation:<br><br><ol style="list-style-type: none"><li>1. An information leaflet which notes the background and sets the situation in its context.</li><li>2. Information will be prepared in appropriate formats for the service users.</li><li>3. Questionnaire on the options to capture stakeholders opinions</li><li>4. Individual meetings with the present residents of y Frondeg and their families.</li><li>5. Independent advocacy provision available for service users.</li><li>6. Meetings with staff.</li><li>7. Open dialogue with elected members.</li><li>8. A Council Officer available at specific times to receive observations.</li></ol> |
| <b>c)</b> | <b>Is there a need to reconsider the plan?</b><br>The equality impact assessment will be reviewed when analysing the results of the consultation.   |

### 11) MONITORING AND REVIEWING ARRANGEMENTS

In the period leading up to submitting the report to the Cabinet, arrangements to engage with stakeholders and to support them will be coordinated by the Service Manager Learning Disability, who reports to the Head of the Adults, Health and Well-being Department and the Corporate Director.

Should the recommendation to commence a consultation process be approved, the Engagement Manager, along with relevant officers from the Adults, Health and Well-being Department, will collaborate to co-ordinate the consultation process and support key stakeholders throughout the period.

The officers will report to the Accommodation Programme Board.

## APPENDIX 2

### 12) ACTION PLAN

| The table noted below summarises the main actions associated with any consultation process.                              |                          |
|--|--------------------------|
| <b>Main Actions</b>  | <b>Date</b>              |
| Obtain guidance and decision from Cabinet for formal consultation on future of Y Frondeg, and which options to consider. | 14 July 2015             |
| Consult formally on the chosen option(s) following Cabinet decision .  | September / October 2015 |
| Analyse consultation results and prepare a report to the Cabinet along with recommendations on the way forward.          | November 2015            |
| Submit report and recommendations to the Cabinet   | December 2015            |
| Receive guidance from the Cabinet on the way forward.  | December 2015            |

### 13) DECISION

This assessment was accepted and approved by

- Service Manager Learning Disability
- Head of Adults, Health and Well-being Service