

# ST HELENS BOROUGH COUNCIL

## EQUALITY IMPACT ASSESSMENT TOOL

TO INFORM THE DEVELOPMENT OF DECISIONS OF  
POLICY OR FUNCTION

---

**This document replaces:** New.

**Department of Origin:** Corporate

**Section:** Policy, Change, & Reform

**Author:** Equality, Diversity, and Inclusion Officer

**Post Holder (responsible for keeping Policy updated):** Equality, Diversity, and Inclusion Officer

**Related policies:** St Helens Borough Council's Comprehensive Equality Policy

**Date adopted by Senior Leadership Team:** 14 March 2023

**Date first published:** 15 March 2023

**Version:** Version 2

**Policy Review cycle:** three years from first publication

**Date of last update:** NA

---

**St Helens Borough Council Equality Impact Assessment Tool**  
**To assess proposed decision related to Council Policy and Statutory Functions**

**EQUALITY IMPACT ASSESSMENT**

- a. **EIA Lead Officer:** Judith Nalton  
**Email address:** judithnalton@sthelens.gov.uk  
**Head of Service:** Darren Persand  
**Assistant Director:** Adele Tobin  
**Director:** Jamaila Hussain  
**Executive Director:** Mark Palethorpe  
**Directorate:** People’s Services  
**Start Date:** 12/02/2024

**What draft proposal is being assessed?**

To retender for the Extra Care Contract for Care and Support Services to Foundry Wharf, Heyeswood, Heald Farm Court and Reeve Court

- b. **Will the draft proposal be submitted through a decision-making process?**

**Yes** If ‘yes’ please state which decision-making route the proposal will take and, if being approved by a decision-making body, then please state which decision-making body and, when known, the meeting date

Cabinet decision

- c. **Does your draft proposal cover Healthcare, Housing, or Education Function?**

**No** If yes then, in addition to completing this Equality Impact Assessment, you must also complete an Armed Forces Covenant Impact Assessment, which is a statutory requirement under the Armed Forces Act 2021. The Armed Forces Covenant Impact Assessment template and guidance can be accessed through this link [Armed Force Covenant Impact Assessment - Connect \(sthelens.gov.uk\)](https://sthelens.gov.uk/armed-forces-covenant-impact-assessment)

- d. **The draft proposal has the potential to affect**

<b>Service Users:</b> Yes	<b>Council Workforce:</b> No	<b>Borough Communities</b> No	<b>Other</b> No	If other, please state	
------------------------------	---------------------------------	----------------------------------	--------------------	---------------------------	--

**St Helens Borough Council Equality Impact Assessment Tool**  
**To assess proposed decision related to Council Policy and Statutory Functions**

e. **What stage has the EIA reached? When beginning your EIA, please complete stages 1 and 2 (on pages 5 & 6) before completing this section**

**This table provides a ‘cover note’ of progress and must be maintained as the EIA is developed over time.**

**Summary of current position Column:** Please ensure you note the stage reached and any consultation or engagement carried out. Simple activities may not need all these stages. Any reports to senior managers during the development of the draft proposal, for example feasibility or options appraisal reports, should include content on the latest analysis and findings from the EIA, even though further development of the EIA may be required before it can fully inform the draft proposal, and receive the ‘sign off’ necessary to proceed through the decision-making processes.

**NB** Once the EIA Sign Off is completed, send the final version of the EIA to the Council’s EDI Officer for publication on the Council’s Website.

Stage	Date	Summary of current position
<p><b>Stage 1: Setting out the Proposal:</b> What are the elements of the proposal being assessed; including the main purpose and aims?</p>	<p>12/02/2024</p>	<p>St Helens Borough Council is seeking to retender for contracts to deliver care and support at two of the borough’s six extra care schemes.</p> <p>The contract is for extra care in 4 schemes and will be presented in 2 lots; Foundry Wharf + Heyeswood and Heald Farm Court + Reeves Court</p> <p>The current contract for Foundry Wharf and Heald Farm Court was awarded to Human Support Group by direct award for a period of 6 months from January 2024 to allow the commissioning team time to review the extra care strategy and implement a full procurement process, following the expiration of the existing contract.</p> <p>The current care provider for Heyeswood is contracted directly by the housing association for the provision of this service. The contract has expired.</p> <p>The care provider has given 6-months’ notice to cease services, care services will therefore cease at the end of</p>

**St Helens Borough Council Equality Impact Assessment Tool**  
**To assess proposed decision related to Council Policy and Statutory Functions**

Stage	Date	Summary of current position
		<p>July 2024. The incumbent provider has given financial viability as the reason for exiting the contract.</p> <p>The current care provider for Reeve Court is contracted directly by the housing association for the provision of this service. The contract has expired.</p> <p>Following a review of the current use of extra care and the a draft extra care strategy, St Helens Borough Council is seeking to retender for the contract for a period of 3 years, with the possibility of 2 x 1 year extensions. The specification for the service will be in line with the draft strategy and will ensure that the council continues to discharge its duties as outlined by the Care Act 2014.</p>

**St Helens Borough Council Equality Impact Assessment Tool**  
**To assess proposed decision related to Council Policy and Statutory Functions**

Stage	Date	Summary of current position																																								
<p><b>Stage 2: Evidence gathering:</b> identifying the target population and/or individuals likely to be affected by the proposal</p>	<p>12/02/2024</p>	<p>The number of people living in St Helens is estimated to increase to 180,585 people. The total registered patient population for St Helens Clinical Commissioning Group is slightly higher at 198,041 in 209. The local population of St Helens is anticipated to experience a growth in it's population. By 2035, the overall resident population is expected to increase by 4%. However, there is significant variation by age with the numbers in older age groups increasing over time. The number of people aged 85 years and over is expected to almost double from 3,996 to an estimated 7,600.</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th>Age group</th> <th>2018*</th> <th>2025**</th> <th>2035**</th> <th>% increase 2018 to 2035</th> </tr> </thead> <tbody> <tr> <td><b>0-19</b></td> <td>40500</td> <td>41400</td> <td>39900</td> <td>-1%</td> </tr> <tr> <td><b>20-44</b></td> <td>53853</td> <td>53600</td> <td>53300</td> <td>-1%</td> </tr> <tr> <td><b>45-59</b></td> <td>38174</td> <td>36600</td> <td>34900</td> <td>-9%</td> </tr> <tr> <td><b>60-69</b></td> <td>21058</td> <td>23400</td> <td>23900</td> <td>13%</td> </tr> <tr> <td><b>70-84</b></td> <td>22468</td> <td>24600</td> <td>27300</td> <td>22%</td> </tr> <tr> <td><b>85+</b></td> <td>3996</td> <td>5100</td> <td>7600</td> <td>90%</td> </tr> <tr> <td><b>Total</b></td> <td>180049</td> <td>184700</td> <td>186900</td> <td>4%</td> </tr> </tbody> </table> <p>Extra care housing represents a forward-thinking approach to senior living, offering a blend of independent living and on-site care services. It provides a bridge between traditional housing and full-time residential care, allowing individuals to maintain their independence while having access to personalized support when needed. St. Helens recognizes the value of extra care housing in promoting active aging, social inclusion, and improved quality of life.</p>	Age group	2018*	2025**	2035**	% increase 2018 to 2035	<b>0-19</b>	40500	41400	39900	-1%	<b>20-44</b>	53853	53600	53300	-1%	<b>45-59</b>	38174	36600	34900	-9%	<b>60-69</b>	21058	23400	23900	13%	<b>70-84</b>	22468	24600	27300	22%	<b>85+</b>	3996	5100	7600	90%	<b>Total</b>	180049	184700	186900	4%
Age group	2018*	2025**	2035**	% increase 2018 to 2035																																						
<b>0-19</b>	40500	41400	39900	-1%																																						
<b>20-44</b>	53853	53600	53300	-1%																																						
<b>45-59</b>	38174	36600	34900	-9%																																						
<b>60-69</b>	21058	23400	23900	13%																																						
<b>70-84</b>	22468	24600	27300	22%																																						
<b>85+</b>	3996	5100	7600	90%																																						
<b>Total</b>	180049	184700	186900	4%																																						

**St Helens Borough Council Equality Impact Assessment Tool**  
**To assess proposed decision related to Council Policy and Statutory Functions**

		<p>As these are established extra care schemes, tenants are already living in the schemes. The incoming provider will be required to work in partnership with all stakeholders to ensure continuity of care and support services for those living within both schemes.</p> <p>The contract will require the provider to work in partnership with social work, the commissioning lead and housing association representatives to ensure that the process of the allocation of units is in line with the General Public Sector Equality Duty, and the Council's strategies.</p>
<b>Stage 3: Engagement/Consultation:</b> With groups and individuals likely to be affected	February 2024	<p>Soft market testing will be completed via the Chest to seek the views of the market.</p> <p>The staff of the incumbent provider are not aware of the retendering process. A communication plan will be developed with the existing provider to make staff and service users aware that the current provider is exiting the service.</p> <p>Consultation with existing service users and workforce is therefore not taking place at this time to avoid disruption to the ongoing service. A consultation with service users more generally about their experience of extra care is being completed.</p>
<b>Stage 4: Impact Assessment.</b> Identify potential or actual discriminatory impact and mitigation	12/02/2024	The assessment has identified that the recommissioning will have a potential positive impact on people who share protected characteristics of age and disability.
<b>Stage 5: Reporting the findings.</b> Please set out the findings of the Impact Assessment and the Mitigation Action Plan.	12/02/2024	There are no implications for people who share different equality protected characteristics

**St Helens Borough Council Equality Impact Assessment Tool**  
**To assess proposed decision related to Council Policy and Statutory Functions**

<b>Stage 6: Sign-Off.</b> Sign off by Senior Management, acknowledging that the EIA has been completed.		
---	--	--

**St Helens Borough Council Equality Impact Assessment Tool**  
**To assess proposed decision related to Council Policy and Statutory Functions**

## Equality Impact Assessment Process

### 1 Setting out the Proposal

**What proposal is being assessed; including the title of the proposal, and the main purpose and aims; what is being proposed and why?**

The retendering of the contract for care and support services in Extra Cre Housing, Foundry Wharf and Heyeswood, Heald Farm Court and Reeve Court/

Approval is being sought to carry out a commissioning process for the contract, this process must be completed within a period of 6 months, when the contract with the provider at Foundry Wharf and Heald Farm Court), awarded via direct award, is due to expire and the notice period given by providers at Heyeswood and Reeve Court is due to expire.

The aim of the re-commissioning exercise is to ensure continuity of care and support services for those currently resident at each scheme and to stabilise the contract for care in Extra Care. The service specification for the care and support services will ensure that the contract will allow for the flexibility of care services within the schemes, in line with Council's strategic aim to maintain people's independence in their home while providing suitable levels of care when needed.

**In relation to the proposal being assessed, please set out the following**

What must the LA provide under statute? List all statutory duties and regulations relevant to the proposal.

In St Helens the number of people in all age groups are predicted to increase by 2035. The 4 extra care schemes provide 318 flats for people with eligible needs.

Under the Care Act 2014, The Council is responsible for ensuring a sufficient supply of care services in the local area, this must be secured through competition. The Council is responsible for maintaining a stable care market, evidencing value for money, and introducing further competition. This contract enables the Council to meet the requirements set out in the Care Act 2014.

The distinguishing feature of extra care housing from other housing alternatives is its emphasis on helping to preserve and/or build capacity in individuals to achieve independence and well-being. Consequently, extra care housing can play a key role in delivering both preventative and reablement services and by providing suitable environments with practical (physical and emotional) support. The combination of an independent living ethos, flexibility, responsiveness, security and safety in these schemes will give tenants an improved quality of life, higher quality of care and more effective care, which is the true hallmark of personalisation.

The provision of extra care accommodation has been and continues to be a priority for society. It delivers a model of care which promotes



**St Helens Borough Council Equality Impact Assessment Tool**  
**To assess proposed decision related to Council Policy and Statutory Functions**

**In relation to the proposal being assessed, please set out the following**

independent living for a range of vulnerable people who would otherwise be at risk of social isolation, admission to hospital or residential care. It should be noted that Extra Care schemes provide a more economical and more personalised support to adults when compared to residential care settings as the council will only pay for the provision of care and support, the accommodation cost is the responsibility of the tenant. Tenancy or purchasing of extra care properties are paid directly by the service user to the Landlord. This includes additional charges relating to maintenance, communal facilities, and support as described in the tenancy agreement. Where affordability is a barrier, this is often funded via housing benefits claims and/or council tax reductions.

**Any discretionary element of provision or function? What elements of the proposal does the council have choice over?**

The discretionary elements of the proposal are:

- The volume and model of care and support hours commissioned to be provided at each scheme
- Whether the care and support service contract for each scheme are recommissioned together or separately.
- The allocation processes that stakeholders are contractually required to follow for the effective and strategic oversight of the application and allocations process for new residents of the schemes

**What is currently provided?**

The care and support service are currently being provided by Human Support Group (at Foundry Wharf and Heald Farm Court), HICA Group (at Heyeswood) and Extra Care Charitable Trust (at Reeve Court). A block contract is in place at Foundry Wharf and Heald Farm Court to ensure the changing needs of the residents of both schemes can be effectively met under a formal contract arrangement. Core and flexi contracts are in place at Heyeswood and Reeve Court. The contract with the council for care at Heyeswood and Reeve Court is with the Housing Association who have given notice of this as they no longer wish to be involved in the facilitation of care services at the scheme.

**What could change as a result of the proposal and how could it change?**

The competitive tendering process may result in a change to the provider of care and support services at the 4 schemes. The service specification will ensure that there is continuity of service in the deliver of care and support to residents with an assessed need.

The proposal is that the tender for care and support services is presented in two lots, meaning that care at Foundry Wharf and Heyeswood will be provided by one provider and care at Heald Farm Court and Reeve Court will be provide by a provider. This will ensure flexibility of services, value for money and market sustainability.

**What is being consulted on?**

**St Helens Borough Council Equality Impact Assessment Tool**  
**To assess proposed decision related to Council Policy and Statutory Functions**

**In relation to the proposal being assessed, please set out the following**

Soft market testing is being completed via the Chest to seek the views of the market.

Provider forums are held to engage with Providers. Forums will be attended by providers and market relationship officers and commissioners. Attendees discuss current issues and developments in the local care market and workforce development. It has an operational focus, sharing best practices and developing innovative new ways of providing services. This can include quality issues in service provision, operational pathways, and developing working relationships.

The purpose of this exercise is to ensure that proposal is acceptable to the market and therefore sustainable.

A 'meet your commissioner' drop in sessions has been held for current residents of schemes and residents have been invited to complete a survey about what they think works well and what they would like to change about the extra care care and support services. The purpose of this exercise was to identify if any specific barriers were identified by residents that could be addressed through re-commissioning.

**2 Evidence Gathering**

Who may or will be affected by the proposal? Put as much detail about the equality and diversity profile of the groups and individuals who share different protected characteristics affected or potentially affected by this proposal; updating the table as the EIA develops and the understanding of who will be affected emerges in more detail.

Include evidence from service user equality profiles, staff equality profiles, consultation, complaints, comparison, and other relevant data. Also include socio-economic profiles of the community and any relevant deprivation information.

The [Local Insight](#) 'Reports' section holds Ward, Locality, and Borough population profiles.

**Evidence - Gather as much evidence and as much detail as possible to identify which groups of people or individuals who share different protected characteristics will potentially, or actually, be affected by the draft proposal / proposed changes.**

**Service Users**

Data retrieved from St Helens Service User profiles Foundry Wharf and Heyeswood show the balance of primary care needs and age banding of current residents:

**St Helens Borough Council Equality Impact Assessment Tool**  
**To assess proposed decision related to Council Policy and Statutory Functions**

**Evidence - Gather as much evidence and as much detail as possible to identify which groups of people or individuals who share different protected characteristics will potentially, or actually, be affected by the draft proposal / proposed changes.**

<b>PSR</b>	<b>Count of EXTERNAL_ID Foundry Wharf related data</b>
Physical Support - Personal Care Support	45
Physical Support - Access and Mobility Only	15
Mental Health Support	9
Learning Disability Support	5
Support with Memory and Cognition	5
Social Support - Support for Social Isolation / Other	2
Sensory Support - Support for Hearing Impairment	1
Sensory Support - Support for Visual Impairment	1

<b>Heyeswood Court</b>	
<b>Primary Care Need</b>	<b>Count</b>
Mental Health	2
Not recorded	1
PSI	23

<b>Age Category</b>	<b>Count of EXTERNAL_ID Foundry Wharf related data</b>
d) 41-50 years old	1
e) 51-60 years old	10
f) 61-70 years old	13
g) 71-80 years old	26
h) 81-85 years old	13
i) 86-90 years old	14
j) 91-95 years old	4

**St Helens Borough Council Equality Impact Assessment Tool**  
**To assess proposed decision related to Council Policy and Statutory Functions**

**Evidence - Gather as much evidence and as much detail as possible to identify which groups of people or individuals who share different protected characteristics will potentially, or actually, be affected by the draft proposal / proposed changes.**

k) 96-100 years old	1
l) > 100 years old	1

<b>Heyeswood Court</b>	
<b>Age Band</b>	<b>Count</b>
50-60	1
61-70	4
71-80	9
81-90	9
91-100	3

Data relating to the actual deliver of hours shows that whilst Heyeswood is delivering care to service users with a disproportionately high needs, at Foundry Wharf, the balance of care is well below anticipated levels and most service users have low care needs.

The recommissioning exercise will ensure that the needs of residents can continue to be met. The recommissioning exercise aims to ensure that the care and support service is flexible to ensure that the schemes are accessible to applicants with higher levels of need.

A number of existing residents within the extra care schemes are married. Both Foundry Wharf and Heyeswood offer 2-bedroom accommodation and therefore offer accommodation that is flexible to meet the needs of couples that are flexible and adaptable to their preferences and care needs. The re-commissioning exercise will not affect these arrangements.

<b>Count of EXTERNAL_ID Foundry Wharf related data</b>	<b>Count of EXTERNAL_ID Foundry Wharf related data</b>
Widow/widower	28
Single	24
	11

**St Helens Borough Council Equality Impact Assessment Tool**  
**To assess proposed decision related to Council Policy and Statutory Functions**

**Evidence - Gather as much evidence and as much detail as possible to identify which groups of people or individuals who share different protected characteristics will potentially, or actually, be affected by the draft proposal / proposed changes.**

Divorced	10
Separated	5
Married	4
Engaged	1

<b>Heyeswood Court</b>	
<b>Marital Status</b>	<b>Count</b>
Divorced	4
Married	1
Not recorded	5
Single	1
Widowed	15

Data from LAS shows that the majority of current residents within both schemes identify themselves as being of white British ethnicity, British nationality and of Christian religion or no religion. This is in line with the population of the borough of St Helens, according to 2021 census data.

**Workforce**

Data published by Skills for care in October 2023 as part of it's Stae of the adult's social care sector and workforce in England show that around 82% of the workforce who are care workers were female. This suggests that any changes to the employment conditions under the contract will be of a greater impact on women. All parties should ensure that employee rights under TUPE will be respected if the recommissioning exercise results in a change of provider. Workers within this category should not be affected.

The same data set shows that the average age of the social care workforce is 43 years, and that 26% of the workforce are aged 55 plus. This data suggest that changes to employment conditions under the contract will be of greater impact to older working aged people. All parties should ensure that employee rights under TUPE will be respected if the recommissioning exercise results in a change of provider. Workers within this category should not be affected.

**St Helens Borough Council Equality Impact Assessment Tool**  
**To assess proposed decision related to Council Policy and Statutory Functions**

<b>Evidence - Gather as much evidence and as much detail as possible to identify which groups of people or individuals who share different protected characteristics will potentially, or actually, be affected by the draft proposal / proposed changes.</b>	
<p>The same data set shows that 16% of the workforce who are care workers are non- EU (non-British) and 7% are EU. The national trend is an increase of non-EU (Non-British) workers entering the workforce. The working conditions for all employees must continue to consider the wellbeing of overseas workers and employers must be aware of the responsibilities to identify and act if adults are at risk of modern-day slavery.</p>	
<b>Community</b>	
<p>The number of people living in St. Helens is estimated to have increased to 180,585 people. The total registered patient population for St. Helens Clinical Commissioning Group is slightly higher, at 198,041 in 2019. The local population of St. Helens is anticipated to experience a growth in its ageing population. By 2035, the overall resident population is expected to increase by 4%. However, there is significant variation by age, with the numbers in older age groups increasing over time. The number of people aged 85 years and over is expected to almost double from 3,996 to an estimated 7,600.</p> <p>It is anticipated that the change of contract will give the Council greater flexibility and oversight over the allocation of Extra Care units to individuals with a care need which could be met within an Extra Care setting.</p>	
<b>Other</b>	
n/a	
<b>Protected Characteristic</b>	<b>What further data, research, or information is available about groups of people or individuals who share different protected characteristics, which is relevant to the EIA?</b>
<b>Intersectional issues (i.e., for two or more characteristics)</b>	
<b>Age</b>	
<b>Disability</b>	
<b>Gender Reassignment</b>	
<b>Marriage and Civil Partnership</b>	

**St Helens Borough Council Equality Impact Assessment Tool**  
**To assess proposed decision related to Council Policy and Statutory Functions**

<b>Evidence - Gather as much evidence and as much detail as possible to identify which groups of people or individuals who share different protected characteristics will potentially, or actually, be affected by the draft proposal / proposed changes.</b>	
<b>Pregnancy and Maternity</b>	
<b>Race</b>	
<b>Religion and Belief</b>	
<b>Sex</b>	
<b>Sexual Orientation</b>	
<b>Socio Economic Disadvantage</b>	

**3. Engagement/Consultation:** The decision about who to engage with, and how and when to engage, is the key to effective Equality Impact Assessment. Engagement must be conducted in line with (i) any statutory consultation requirements, and (ii) the Council's [Consultation Code](#)

**Is engagement or consultation required, now or during the further development of the draft proposal?                      Yes**

**If No,** then provide a summary of the reason why you have reached this conclusion in the box below. Then move onto Stage 4. Impact Assessment.

n/a

**If Yes,** then please continue with this section

**Planning your engagement / consultation**

Does the evidence in Stage 2, show that the draft proposal:

- Will result in an any groups of people who share a Protected Characteristic being treated differently from other people?                      Yes
- Will the differential treatment advance equality for people with Protected Characteristics?                      Yes
- Will the differential treatment cause or increase disadvantage for people with Protected Characteristics?                      No

**If yes, please state which groups and how?** Use this information to inform questions in your consultation or engagement

**St Helens Borough Council Equality Impact Assessment Tool**  
**To assess proposed decision related to Council Policy and Statutory Functions**

The recommissioning exercise aims to ensure that the care and support service is flexible to ensure that the schemes are accessible to applicants with eligible care needs and applicants with higher levels of need. The potential result will be the advancement of equity of access, experience and outcomes for older people and people with a disability.

**Consultation and Engagement Findings (Duplicate for each engagement activity)**

<b>Dates of Consultation:</b>	
<b>Summary of the engagement / consultation activity carried out – include what aspects of the proposed decision were consulted on, list any questions relevant to the Equality Impact Assessment (in space below)</b>	
<p>Provider forums are held to engage with Providers. Forums will be attended by providers and market relationship officers and commissioners. Attendees discuss current issues and developments in the local care market and workforce development. It has an operational focus, sharing best practices and developing innovative new ways of providing services. This can include quality issues in service provision, operational pathways, and developing working relationships.</p> <p>Soft market testing has been completed to seek feedback about the viability of proposals and to ask for any other relevant considerations that the market suggests before a full tender exercise begins.</p>	
<b>Protected characteristic</b>	<b>Summarise the equality impacts identified through the engagement and detail any suggestions on how to avoid, minimise, or mitigate discriminatory or potentially discriminatory impact</b>
<b>Intersectional issues (i.e., for two or more characteristics)</b>	
<b>Age</b>	No impact identified through engagement
<b>Disability</b>	No impact identified through engagement
<b>Gender Reassignment</b>	No impact identified through engagement
<b>Marriage and Civil Partnership</b>	No impact identified through engagement
<b>Pregnancy and Maternity</b>	No impact identified through engagement



**St Helens Borough Council Equality Impact Assessment Tool**  
**To assess proposed decision related to Council Policy and Statutory Functions**

<b>Dates of Consultation:</b>	
<b>Race</b>	No impact identified through engagement
<b>Religion and Belief</b>	No impact identified through engagement
<b>Sex</b>	No impact identified through engagement
<b>Sexual Orientation</b>	No impact identified through engagement
<b>Socio Economic Disadvantage</b>	No impact identified through engagement

<b>Engagement Findings:</b> Drawing on the engagement findings and your understanding of the effects of the draft proposal, indicate how the draft proposal will contribute, if at all, to the three strands of the Public Sector Equality Duty (PSED).	
<b>PSED Strand</b>	<b>How will the proposed decision contribute to this strand?</b>
<b>Eliminate Discrimination, Harassment and Victimisation</b>	The contract will require the provider to work in partnership with social work, the commissioning lead and housing association representatives to ensure that the process of the allocation of units is in line with the General Public Sector Equality Duty, and the Council's strategies
<b>Advance Equality of Opportunity</b>	The recommissioning exercise aims to ensure that the care and support service is flexible to ensure that the schemes are accessible to applications with higher levels of need. The possible result will be the advancement of equity of access, experience and outcomes for older people and people with a disability.
<b>Foster Good Community Relations</b>	n/a

**4. Impact Assessment**

Use this table to record the potential or actual impact of the draft proposal using the evidence and outcomes of consultation, assess the impact for people who share different protected characteristics, identifying:

- Potential or actual discriminatory impact
- Mitigation for each potential or actual discriminatory impact
- Potential or actual positive impact within the proposal to enhance equality of opportunity or community cohesion.

**St Helens Borough Council Equality Impact Assessment Tool**  
**To assess proposed decision related to Council Policy and Statutory Functions**

Add more rows as required, especially if there is more than one impact identified for a protected characteristic.

For the Column, **Potential or Actual Impact** - for each row put either Positive, Negative or Not Applicable (NA). Do not leave blank.

For the Column, **Level of Impact** – for each row put either Low, Medium, High, or None depending on analysis. Do not leave blank.

Protected Characteristic	Potential or Actual Impact	Level of Impact	Summary of Impact	Action or Mitigation Required
<b>Intersectional (on two or more characteristics)</b>	Not applicable	None		
<b>Age</b>	Positive	Medium	<p>The recommissioning exercise aims to ensure that the care and support service is flexible to ensure that the schemes are accessible to applications with higher levels of need. The possible result will be the advancement of equity of access, experience and outcomes for older people and people with a disability.</p> <p>The contract will require the provider to work in partnership with social work, the commissioning lead and housing association representatives to ensure that the process of the allocation of units is in line with the General Public Sector Equality Duty, and the Council’s strategies</p>	None
<b>Disability</b>	Positive	Medium	<p>The recommissioning exercise aims to ensure that the care and support service is flexible to ensure that the schemes are accessible to applications with higher levels of need. The possible result will be the advancement of equity of access,</p>	None

**St Helens Borough Council Equality Impact Assessment Tool**  
**To assess proposed decision related to Council Policy and Statutory Functions**

Protected Characteristic	Potential or Actual Impact	Level of Impact	Summary of Impact	Action or Mitigation Required
			<p>experience and outcomes for older people and people with a disability.</p> <p>The contract will require the provider to work in partnership with social work, the commissioning lead and housing association representatives to ensure that the process of the allocation of units is in line with the General Public Sector Equality Duty, and the Council's strategies</p>	
<b>Gender Reassignment</b>	Not applicable	None		
<b>Marriage and Civil Partnership</b>	Not applicable	None		
<b>Pregnancy and Maternity</b>	Not applicable	None		
<b>Race</b>	Not applicable	None		
<b>Religion and Belief</b>	Not applicable	None		
<b>Sex</b>	Not applicable	None		
<b>Sexual Orientation</b>	Not applicable	None		
<b>Socio Economic Disadvantage</b>	Not applicable	None		

**5. Reporting the findings and Mitigation Action Plan**

**St Helens Borough Council Equality Impact Assessment Tool**  
**To assess proposed decision related to Council Policy and Statutory Functions**

The findings of the EIA may be reported to senior managers and the decision-making body / decision maker, at several stages during the development of a draft proposal. For example, the impact assessment may inform a feasibility report, or options appraisal, which may need to be considered by the Senior Leaders, Portfolio Holders, or Partnership Boards, before the proposal is ready for final approval.

Any reports linked to the Draft Proposal, which are going through formal decision-making processes, such as Delegated, Committee, Cabinet, or Full Council, must include the latest findings of the EIA, even if these are at a relatively early stage.

The report recommending final approval of the proposal, must await and be fully informed by the findings of the completed EIA. If there are any alterations or changes to the nature of the proposal, as a result of its progress through the Council’s decision-making processes, then a further Equality Impact Assessment must be carried out on those changes or amendments, before the final decision on the proposal can be considered for approval by the decision-making body.

This is because the decision-making body has a legal requirement, when making a decision, to do so in the full knowledge of the equality implications of that decision, at the point when the decision is made. The final approval report must include:

- A summary of the EIA findings, stating clearly (i) the equality implications, (ii) all potential or actual discriminatory outcomes, and (iii) actions that will be taken to avoid, minimise, or mitigate those potential or actual discriminatory outcomes.
  - For a DED the EIA summary must be included under “Other implications” in the section “Has Equality and Human Rights Implications.”
  - For a Cabinet Report the EIA summary must be included under Section 12 Equality and Human Rights.
- The Equality Impact Assessment must be attached as an appendix to the Cabinet Report, and in the “Equality” section of the DED.

**NB.** The report recommending final approval of the proposal, may include recommendations based on the findings of the EIA, but these should be separate from the reporting of impacts. Recommendations will be developed separately from the EIA and arise from Senior Managers considering equality impacts combined with other aspects of the proposal, such as finance, the wider benefits of the proposal, and so on.

**Equality Impact Assessment Mitigation Action Plan**

Any actions to mitigate (avoid, minimise, lessen, or remove), actual or potential discriminatory impact, identified in this Equality Impact Assessment, must be listed below, to complete the full EIA.

Potential negative impact	Action required to mitigate the potential negative impact	Lead person	Timescale	Resource implications
---------------------------	---	-------------	-----------	-----------------------

**St Helens Borough Council Equality Impact Assessment Tool**  
**To assess proposed decision related to Council Policy and Statutory Functions**

None				

<b>EIA and EIA Mitigation Action Plan Review Arrangements</b>	
Date of the next review of the EIA	
How often will the EIA Action Plan be reviewed?	
Who will carry out this review?	

