

Re-Modelling the Strategic Short Breaks Offer for Adults with Learning Disabilities and/or Autism

Did you use the EIA Screening Tool? No

1. Explaining the matter being assessed

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Summarise the strategy, policy, service(s), or function(s) being assessed. Describe current status followed by any changes that stakeholders would experience.

This Equality Impact Assessment looks at work by Adult Social Care to review and revise the Short Breaks service for Adults with Learning Disabilities and Autism (LDA) in Surrey. Short Breaks give people with learning disabilities and/or autism an opportunity to share experiences and socialise in their community outside of their family home, whilst enabling their family carer, to maintain their own health and well-being by providing them with a break from their caring responsibilities.

Surrey County Council's (the Council) Short Breaks offer needs to be redesigned so that it can provide a more diverse range of community support alongside modern fit for purpose overnight accommodation for individuals with eligible needs, so that carers can have a break from their caring responsibilities.

Short Breaks - their purpose

To promote Carers wellbeing and enable them to have a break from their caring responsibility, but still be able to support the individual to live at home.

To enable residents with learning disabilities and/or autism who meet the Council's eligibility criteria for Adult Social Care (ASC) funding to have their need for overnight Short Breaks met in a modern, fit for purpose setting with all the necessary facilities and amenities.

To promote the independence of Surrey residents with learning disabilities and/or autism and enable them to remain in their family homes and connected to their local community.

To ensure that together with our partners we develop a range of options that improve outcomes and support for individuals and their families when offering a short break.

To make an essential contribution towards the Council's strategic objective to tackle health inequality, in line with the 2030 Community Vision for Surrey.

Why we are reviewing our current offer:

The Council has historically mainly offered a traditional bed-based approach to providing a short break with a lack of alternative offers.

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Currently there are 7 registered bed based Short Breaks services in Surrey, providing 42 beds per night but only five services are operational. The two sites that are non-operational are Arundel House, which has closed as the fabric of building is no longer suitable to meet the assessed needs of individuals requiring a short break; and Rodney House, closed because the site is de-registering and being re-purposed to provide Supported Independent Living through the Accommodation with Care and Support Strategy. Of these 5 services currently operating, Mallow Crescent at Burpham in Guildford is an in-house service run by ASC Service Delivery and the others are commissioned external services.

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The review of services found that the current geographical locations favour the East/Mid Surrey and there is currently limited provision in the North/West area of Surrey. The built environment for much of the service is not fit for purpose and is not suitable to support the future needs of individuals with behaviour that challenges and/or who have complex needs.

The remaining five sites provide access to 32 beds per night across Surrey. But this bed capacity is often reduced to cater for the increasingly complex needs of individuals, particularly those with behaviour that challenges, to ensure that the needs of the individuals' accessing services at any one time can be met safely by staff.

During the COVID-19 pandemic most of our Short Breaks services closed or operated a reduced service. Initially, family carers appeared to cope, but the extended duration of the COVID-19 pandemic saw families in need of support and more open to accepting alternative non-bed based Short Breaks support. This offer included:

- Crossroads Care Surrey, a carers support Charity, extended its sitting services for carers of individuals in transition.
- Spot purchasing more home-based care for people with learning disabilities to give carers a break within the home.
- Outreach services to provide a few hours support to individuals outside the family home.
- Surrey Choices, the Council's Local Authority Trading Company focused primarily on the delivery of community support services to people with a learning disability and/or autism setting up a flexi break service to provide day support at weekends.

Positive feedback from families about the alternative services offered during the pandemic has resulted in working with the market to develop a cost-effective offer that is sufficiently diverse to respond to differing needs and reflects the level of the different models of provision required. The pandemic also highlighted that some of our bed-based services needed to be modernised so that they could offer fit for purpose accommodation that would have ensuite facilities, environment to support individuals who had mobility problems and sensory room for individuals.

Demand for short breaks

Currently, 1,345 adults with learning disabilities and/or autism live with family carers who are open to Adult Social Care. Not everyone needs overnight support but may require alternative options to sustain care support arrangements, i.e. day services.

The age profile of adults with learning disabilities and/or learning disabilities living with family carers, are 209 individuals aged 40+, including 104 individuals aged 50+.

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Of the 1,345 adults living with family carers, 635 individuals have a diagnosis of Autism.

The needs of the learning disability and/or autism population have changed over the past 10 years, with greater prevalence of behavioural needs and of complex needs. Currently, many families use services that are known to them and are reluctant to change from these although there may be alternatives which could meet their needs. Where this happens, it can result in difficulty in matching need and demand for others.

Targeted work has started with all families, focussing on those supporting individuals who are aged 50 and over. It is vital plans are in place for the care and support of their son or daughter.

ASC practitioners are engaging families and helping them understand that there are a range of alternatives for Short Breaks in addition to overnight stays. These include:

- Home based care support, which is provided in the home to allow the carer to take time out. This may or may not include personal care and may include short trips out from the home with the cared for person.
- Outreach support (including via a Personal Assistant for example) to take the person with care/support needs out to an activity or to learn a skill. This provides the carer with a break and the person they care for continues to develop their skills and take part in activities they enjoy.
- Day care opportunities and extended evenings where the person being cared for spends time in an appropriate setting to allow the carer to have a break.
- A flexi-break during the day on Saturday or Sundays.
- A flexi-break overnight with friends (rather than a break in a residential setting).
- Shared Lives scheme offers over-night support where the person being cared lives in Shared Lives carer's family household for a short while.

All these options can be purchased using a Direct Payment paid by the Council based on a person's assessed Care Act eligible needs.

Engagement

Engagement and evidence were gathered via the following groups and methods:

- Discussions with families who use and require short breaks.
- Discussions with the Learning Disability Partnership Board and Autism Partnership Board.
- Discussions with Local Valuing People Groups – local groups in each of the four areas of Surrey where we discuss issues with people who use services.
- Discussions with the Learning Disability provider market
- Discussion sessions with practitioners in ASC LD Teams
- Individual meetings between Commissioning Managers and all providers who offer Short Breaks

The key finding from our engagement discussions were that ASC needed to:

- Provide a complete range of short breaks to meet a wide range of needs.
- Provide to carers information on types of offer, availability and how to access short breaks – have a clear offer that is communicated to families and make them aware of alternatives to traditional offer.
- The menu of services developed need to be reliable and accessible.
- Ensure continuity of relationship between carers/users and care staff/service

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- Provide centrally co-ordinated response to emergencies
- Plan for next steps, move on plans
- Address age related opportunities to offer appropriate options.
- Need new developments that are fit for purpose.
- Map and analyse the current and future demand so aware of need for health provision
- That there is a link to the Carers Strategy
- Address equity and consistency.
- Address the workforce challenges

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How does your service proposal support the outcomes in the Community Vision for Surrey 2030?

The Community Vision for 2030 promotes the independence of the individual in all scenarios and underpins the approach taken by ASC to the delivery of care and support. The Supported Independent Living Strategy seeks to ensure that adults with LD and/or Autism are supported to '*live healthy and fulfilling lives, are enabled to achieve their full potential and contribute to their community*'. The Vision's commitment that '*no one is left behind*' has particular resonance for the target group of the strategy.

The delivery of the Strategy examines how a number of the underpinning ambitions of the Vision will be achieved for adults with LD and/or Autism:

- *Everyone has a place they can call home, with appropriate housing for all*
 - *Everyone gets the health and social care support and information that they need at the right time and place*
 - *Everyone benefits from education, skills and employment opportunities that help them succeed in life*
 - *Communities are welcoming and supportive, especially of those most in need, and people feel able to contribute to community life*
- Everyone lives healthy, active and fulfilling lives, and makes good choices about their wellbeing*

Are there any specific geographies in Surrey where this will make an impact?

The Review will address provision county-wide (and also includes services delivered out of county where necessary).

Assessment team

- Anna Waterman
- SCC
- Lead Commissioner, Disabilities

- Mary Hendrick
- SCC
- Senior Commissioning Manager, Disabilities

- Stuart Deacon
- SCC Project Officer

2. Service Users / Residents

AGE

Describe here the considerations and concerns in relation to the programme/policy for the selected group.

Currently, the ASC Learning Disability and Autism Team have 4,041 open cases and the Transition Team have 1,528 people with open cases.

There are currently 1,345 individuals with learning disability or autism living with family carers. The table below shows the breakdown of individuals by age living with family carers.

Age individual	Under 18	18-19	20-30	31-39	40-49	50+	Grand Total
Living with family carers	108	161	643	224	105	104	1,345

According to recent research, 11 million people (21%) in the UK are digitally disadvantaged. In Surrey, an estimated 200,000 people suffer from digital exclusion. Digital exclusion is inextricably linked to wider inequalities in society and is more likely to be faced by people over 65. (*Source Surrey-I*). Engagement with staff from the Children with Disabilities (CwD) Team also stated that many children and their families/carers also are digitally excluded. Being digitally excluded can be a barrier for people to participate in many aspects of daily life including access to government services. (*Source Surrey –I*)

Positive Impacts

- A wider range of Short Breaks options available across the county developed through strength based approaches and which match needs and can be deployed flexibly to maximise choices for adult individuals of different ages and their families.
- Programme of targeted reassessments focussing initially on those people living with carers aged over 50, so that people in this category are prioritised for a robust plan for suitable short breaks options and appropriate long-term planning.
- Development of new sites to enable adults with learning disabilities and/or autism who meet the Council's eligibility criteria for Adult Social Care (ASC) funding to have their need for overnight Short Breaks met in modern, fit for purpose settings with all the necessary facilities and amenities suited to individual circumstances, including age.
- Better information to family carers of all ages about the range of accessible options, with practitioner support to make choices about what is available and what is suitable for different situations and individuals.
- Prioritising a move to long term accommodation and care solutions for those with older family carers will help ensure stable arrangements for those whose age may otherwise

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mean a solution might have to be found in an emergency should a break down in care or family death occur.

Negative Impacts

- Changes to established pattern of provision for those with older carers may lead to anxiety/resistance.

Describe here suggested mitigations to inform actions needed to reduce inequalities.

- Contingency planning for older carers (which goes beyond Short Breaks).
- A structured process of communication and engagement with families to inform them about the options suitable for their situation.
- Possibility for families to try new activities such as the flex choices activities run on Saturdays or weekday evenings, or outreach support.
- Encourage families to visit various overnight service options if they haven't used them before to find out more about them.
- Signposting families to the carers network for support/connection and discussion with other carers.
- Clear guidance support to inform practitioners of the options suitable for individuals and have the conversations around choices with families.
- Introduction and use of a short breaks service dashboard to enable service managers to monitor the delivery of short breaks service in real time and address any issues with operationalising the revised approach.
- Revision to public website or other sources of information which families may use.
- Ensure that all information and documents are available as a printed version so that practitioners can provide these to people who are digitally excluded or who require large print.
- Ask our networks to disseminate information via their forums, through phone calls or in writing.
- Designs for the new facilities are fully accessible.

What other changes is the council planning/already in place that may affect the same groups of residents? Are there any dependencies decision makers need to be aware of?

Strengths Based Practice

Adult Social Care is transforming how it delivers services in Surrey. It is employing a 'strengths based' approach which encourages individuals to focus upon their strengths, connect to their community and live as independently as possible. The Independent Living programme does promote a 'strengths based' approach to supporting individuals in their community, by providing them with suitable accommodation options outside of residential and institutional settings. The Independent Living programme will continue to be developed to support the ambitions of Adult Social Care's 'strengths based' working.

Carers strategy

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Implementation of a new carers' strategy to support the health and wellbeing of carers of all ages so they can continue in their caring role.

Accommodation with Care and Support

Designing and developing new accommodation to support needs for people with Learning Disabilities.

Any negative impacts that cannot be mitigated?

None known.

DISABILITY

Describe here the considerations and concerns in relation to the programme/policy for the selected group.

All individuals affected by this strategy will have a disability and some may have multiple disabilities. The programme of work covers people with a learning disability and/or autism as their primary care need however some of these individuals may also have physical and sensory disabilities or mental health problems.

JSNA – The prevalence of depression is slightly higher in adults with a learning disability in Surrey (13.2% v 11% nationally) and the prevalence of severe mental illness is much higher across all age groups (8% v 0.7%). After adjusting for differences in age and sex profile, adults with a GP recorded learning disability in Surrey are 8.4 times more likely to have a severe mental illness.

JSNA – The prevalence of epilepsy is significantly higher among those with a recorded learning disability in Surrey – 18.3% v 0.5% all ages.

It is a long term trend that growing numbers of people with a learning disability have complex needs.

Positive Impacts

- A range of Short Breaks options available across the county developed through strengths-based approaches and which match needs and can be deployed flexibly to maximise choices for individuals with a disability and families.
- A needs led approach to Short Break allocation which prioritises those with the highest level of disability needs and ensures services are available on a basis of equity.
- The circulation of improved information about the range of options available, with practitioner support to make choices about what is available and what is suitable for different situations.
- More specialist provision for Short Breaks, enabling clear support options for those with specific physical or behavioural needs.
- Equitable provision across the county and across the different types of disability needs and families.
- New builds are ground floor, wheelchair accessible and have ensuite facilities. Equipped with a sensory room and outside spaces.
- The introduction of an ongoing training programme to ensure staff when working with people with learning disabilities and/or autism have the appropriate skills.

Negative Impacts

- Process of change leads to anxiety/friction for people with a learning disability.

Describe here suggested mitigations to inform actions needed to reduce inequalities.

- Contingency planning for older carers (which goes beyond Short Breaks).
- A structured process of communication and engagement with families to inform them about the options suitable for their situation.

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- Possibility for families to try new activities such as the flexichoices activities run on Saturdays or weekday evenings, or outreach support.
- Encourage families to visit various overnight service options if they haven't used them before to find out more about them.
- Signposting families to the carers network for support/connection and discussion with other carers.
- Clear guidance support to inform practitioners of the options suitable for individuals and have the conversations around choices with families.
- Introduction and use of a short breaks service dashboard to enable service managers to monitor the delivery of short breaks service in real time and address any issues with operationalising the revised approach.
- Revisions to the public facing website or other sources of information which families may use.
- Ensure that all information and documents are available as a printed version so that practitioners can provide these to people who are digitally excluded or who require large print.
- Ask our networks to disseminate information via their forums, through phone calls or in writing.
- Designs for the new facilities are fully accessible.

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What other changes is the council planning/already in place that may affect the same groups of residents? Are there any dependencies decision makers need to be aware of?

As per those identified for Age.

Any negative impacts that cannot be mitigated?

None known.

GENDER REASSIGNMENT

Describe here the considerations and concerns in relation to the programme/policy for the selected group.

There is no data currently available either nationally or locally regarding the number of people who are in the process of transitioning from one gender to another.

We do not have any evidence of the impact identifying as transgender may have on access to carers services. However, there is evidence that shows members of the transgender community have poorer experiences of care and poorer outcomes, including a fear of accessing care and support, with particularly detrimental impact on their psychological wellbeing ([House of Commons Women and Equalities Committee, Transgender Equality Report 2016](#); [Trans healthcare: What can we learn from people's experiences? \(Healthwatch 2020\)](#)).

Positive Impacts

- The proposed new care facilities will have accommodation provision which allows people staying to have privacy with their own ensuite facilities.

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- Future provision of shared lives services may allow provision which is designed to meet the specific care needs of people affected by gender assignment/gender dysphoria.

Negative impacts

None known.

What other changes is the council planning/already in place that may affect the same groups of residents? Are there any dependencies decision makers need to be aware of?

None known.

Any negative impacts that cannot be mitigated?

None known.

RACE

Describe here the considerations and concerns in relation to the programme/policy for the selected group.

LAS data (September 2020) indicates that the majority of the 4179 adults whose primary support need is a learning disability are White British (3651 individuals/87%). The remaining 13% of individuals include those from Asian, mixed ethnic backgrounds and Black, Chinese and Arabic backgrounds. This 13% also includes a proportion of individuals for whom race is not recorded.

Positive Impacts

- We will ensure peoples cultural preferences are supported in the services they use via training for staff and the environment.
- The specifications for commissioned services will require the providers to ensure that their support is accessible and welcoming to all those using them. The specifications will require the provider:
 - to co-design and co-produce new resources and materials alongside partners and with community leaders to improve access to our services for ethnic minority communities;
 - to provide accessible information for people for whom English is an additional language; and
 - to report on the ethnicity of the people who use their services and illustrate how they are ensuring their support is appropriately tailored to meet the needs of different ethnic groups and communities.
- To identify ways to proactively reach in to communities across Surrey to understand their experiences and provide a confidential route for them to share their views and experiences in their own voice.

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Negative Impacts

None identified.

Describe here suggested mitigations to inform actions needed to reduce inequalities.

- Ensure information relating to short breaks is accessible to all including in other languages.
- Appropriate equality, diversity and inclusion training for staff including awareness of the needs and preferences of people of different ethnicities will be required via providers.

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What other changes is the council planning/already in place that may affect the same groups of residents? Are there any dependencies decision makers need to be aware of?

None known

Any negative impacts that cannot be mitigated?

None known

RELIGION AND BELIEF

Describe here the considerations and concerns in relation to the programme/policy for the selected group.

The Surrey-I reports that Christianity is the largest religion in Surrey with 711,110 people (62.8% of the population). 5% of the population (56,390) reported a non-Christian religion. Within the non-Christian religions, Muslim was the largest group with 24,378 people (2.2%), followed by Hindu with 15,018 people (1.3%)

LAS data (September 2020) indicates that of the 4179 adults whose primary support need is a learning disability 1757 individuals identify themselves as Church of England (42%) and 759 individuals identify themselves as not having a belief or religion (18%). 30% of the 4179 individuals identify across a wide range of religious beliefs including Roman Catholic, Christian (incl. Greek Orthodox, Methodist and Pentecostal) Jewish, Baptist, Muslim, Islam and Hindu. In addition, there are a small proportion of people who declined to give this information (4%) and a further small proportion (6%) for whom this information is not recorded.

Describe here suggested mitigations to inform the actions needed to reduce inequalities.

Positive Impacts

- We will ensure through services specifications and service monitoring that service providers are sensitive to the religion and beliefs of carers and the cared for person.

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Negative Impacts

None anticipated.

What other changes is the council planning/already in place that may affect the same groups of residents? Are there any dependencies decision makers need to be aware of?

None known

Any negative impacts that cannot be mitigated?

None known

SEX

Describe here the considerations and concerns in relation to the programme/policy for the selected group.

LAS data (September 2020) indicates that of the 4179 adults whose primary care need is a learning disability, 1685 (40%) are female and 2494 (60%) are male.

Describe here suggested mitigations to inform the actions needed to reduce inequalities.

Positive Impacts

- The specifications for commissioned services will require the provider to report on the gender identity of the people who use their services and illustrate how they are ensuring their support is appropriately tailored to meet the needs of men and women.
- Accommodation options for short breaks will have single occupancy rooms with ensuite facilities to maximise privacy for people

Negative Impacts

None anticipated

What other changes is the council planning/already in place that may affect the same groups of residents? Are there any dependencies decision makers need to be aware of?

None known

Any negative impacts that cannot be mitigated?

None known

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SEXUAL ORIENTATION

Describe here the considerations and concerns in relation to the programme/policy for the selected group.

Whilst there are no clear national statistics on LGBTQ+ carers, Stonewall estimates that 5-6% of the population are LGBTQ+ and based on this estimate we can calculate that there are potentially 5,750 LGBTQ+ carers in Surrey.

The Stonewall report "*Unhealthy Attitudes*" – *The Treatment of of LGBT people within Health and Social Care* reported that at a national level there was evidence that staff in health and social care professions have witnessed other colleagues being discriminated against or provide a patient or service user with poorer treatment because they identify as LGBTQ+.

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Positive Impacts

- A wider choice of short breaks options may make it easier for individuals to disclose their sexual orientation and to identify a service which best fits their situation
- Our specification for commissioned services will require providers to:
 - capture equality monitoring data, including sexual orientation;
 - provide assurance that their services and support take account of and are appropriately tailored in order to identify and address the needs, or experiences, of people who identify as LGBTQ+ (the carer or the person/s they care for); and
 - report to commissioners when carers and/or the person/s they care for express concerns regarding how their sexual orientation or that of the person they care for might affect their ability to access appropriate care and support.

Negative Impacts

None anticipated

What other changes is the council planning/already in place that may affect the same groups of residents? Are there any dependencies decision makers need to be aware of?

None known

Any negative impacts that cannot be mitigated?

None known

CARERS

Describe here the considerations and concerns in relation to the programme/policy for the selected group.

It is anticipated that as family carers age the request for Short Breaks will increase. There are currently 1,345 individuals living with family carers in Surrey.

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JSNA (Carers Chapter) - Surrey has a higher number of carers of people with a learning disability than in other parts of the country, owing to the historically and disproportionately high learning disability population.

According to the 2011 Census and population projections, in 2016 there were predicted to be 1,400 adults in Surrey (aged 18-65) with a moderate or severe learning disability who are living with their parents. This suggests that they could be 'mutual carers' who are helping to care for parents so that both parents and adult offspring can remain living at home.

JSNA (LD Chapter) There is little accurate data available on carers by the condition of the person being cared for. Carers of people with a learning disability and/or autism will often have unique caring situations, and many will experience a lifetime of caring, and with people with learning disabilities living longer and fuller lives, the caring role has extended.

Caring has significant implications for all aspects of a carer's life.

Caring can be a lonely experience, as shown in research, including the [Getting Carers Connected](#) and [The World Shrinks](#) reports produced Carers UK in 2019. The report [Caring and COVID-19 Loneliness and use of services](#) shows that carers were more likely to have felt lonely than other people. The report also shows that during the lockdown, 9 in 10 carers awaiting an NHS treatment had it postponed or cancelled. Carers also found it more difficult than other people to get in-patient services, to access their GP or to use the vital NHS111 service. Beyond the NHS, half of carers who needed formal care could not get this support. During 'lockdown' carers were seven times more likely to be lonely than people who are not carers. Carers reported they were often lonely at work, but equally that work could be an important touchpoint that reduced loneliness.

The approach to short breaks will focus on supporting the caring role of all relevant carers in Surrey and carers who live outside Surrey but who provide care for residents of Surrey.

Positive Impacts

- A range of Short Breaks options available across the county developed through strength-based approaches and which match needs and can be deployed flexibly to maximise choices for individuals and families with caring responsibilities.
- A needs' led approach to Short Break allocation which prioritises those with the assessed highest level of needs and ensures services are available on a basis of equity.
- Better information about the range of options, with practitioner support to make choices about what is available and what is suitable for different carer situations.
- Prioritising a move to long term accommodation and care solutions for those with older family carers will help ensure stable arrangements for those whose age may otherwise mean a solution might have to be found in an emergency should a break down in care or family death occur.

Negative Impacts

- Process of change leads to anxiety/friction for carers.
- Some people may receive a smaller amount of short break service than hitherto where needs based assessment indicates that they do not require as much as they may have been used to which may impact upon carers.

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Describe here suggested mitigations to inform the actions needed to reduce inequalities.

Contingency planning for older carers (which goes beyond Short Breaks).

A structured process of communication and engagement with families to inform them about the options suitable for their caring situation.

Possibility for families to try new activities such as the flexichoices activities run on Saturdays or weekday evenings, or outreach support.

Encourage families to visit various overnight service options if they haven't used them before to find out more about them.

Signposting families to the carers network for support/connection and discussion with other carers.

Clear guidance support to inform practitioners of the options suitable for individuals and have the conversations around choices with families.

Introduction and use of a short breaks service dashboard to enable service managers to monitor the delivery of short breaks service in real time and address any issues with operationalising the revised approach.

Revision to public website or other sources of information which families may use.

Ensure that all information and documents are available as a printed version so that practitioners can provide these to people who are digitally excluded or who require large print.

Ask our networks to disseminate information via their forums, through phone calls or in writing.

Designs for the new facilities are fully accessible.

What other changes is the council planning/already in place that may affect the same groups of residents? Are there any dependencies decision makers need to be aware of?

Carers strategy

Any negative impacts that cannot be mitigated?

None known

3. Staff

The majority of Short Breaks services for adults with Learning Disabilities and /or autism in Surrey are sourced through the independent care sector but some are provided by ASC Service Delivery at Mallow Crescent at Burpham in Guildford.

13 There are no plans to change the availability or nature of the Mallow Crescent service and no changes are planned to the usage of the existing facilities on site.

Positive Impacts for staff - All characteristics

Changes to the overall short breaks offer and the ongoing development of a range of service types for people with learning disabilities/autism and their families may possibly create new opportunities for staff to develop their careers.

DISABILITY

Describe here the considerations and concerns in relation to the programme/policy for the selected group.

Negative

- Staff who are deaf or have a hearing impairment may require an interpreter for training offered as part equality diversity and inclusion awareness.
- Staff with a visual impairment may require training materials to be provided as part of equality diversity and inclusion awareness to be in appropriate format to meet their needs as part.

Describe here suggested mitigations to inform the actions needed to reduce inequalities.

- Relevant training materials and other documents will be provided in suitable accessible formats.

What other changes is the council planning/already in place that may affect the same groups of residents? Are there any dependencies decision makers need to be aware of?

None.

Any negative impacts that cannot be mitigated?

None.

4. Recommendation

Based your assessment, please indicate which course of action you are recommending to decision makers. You should explain your recommendation below.

- **Outcome One: No major change to the policy/service/function required.** This EIA has not identified any potential for discrimination or negative impact, and all opportunities to promote equality have been undertaken
- **Outcome Two: Adjust the policy/service/function** to remove barriers identified by the EIA or better advance equality. Are you satisfied that the proposed adjustments will remove the barriers you identified?
- **Outcome Three: Continue the policy/service/function** despite potential for negative impact or missed opportunities to advance equality identified. You will need to make sure the EIA clearly sets out the justifications for continuing with it. You need to consider whether there are:
 - Sufficient plans to stop or minimise the negative impact
 - Mitigating actions for any remaining negative impacts plans to monitor the actual impact.
- **Outcome Four: Stop and rethink the policy** when the EIA shows actual or potential unlawful discrimination. (For guidance on what is unlawful discrimination, refer to the [Equality and Human Rights Commission's guidance and Codes of Practice on the Equality Act](#) concerning employment, goods and services and equal pay).

Recommended outcome:

Outcome One: No major Change to the policy/service/function required.

Explanation:

From this EIA there are some minor elements of the Short Breaks process action plan to ensure that potential impacts for residents with protected characteristics are managed in the most supportive way.

Further information to be collected through ongoing service monitoring through the life of the Short Breaks strategy.

5. Action plan and monitoring arrangements

Insert your action plan here, based on the mitigations recommended.

Involve you Assessment Team in monitoring progress against the actions above.

Item	Initiation Date	Action/Item	Person Actioning	Target Completion Date
1	April 2023	<p>Actions</p> <p>Contingency planning for older carers (which goes beyond Short Breaks).</p> <p>A structured process of communication and engagement with families to inform them about the options suitable for their situation.</p> <p>Possibility for families try new activities such as the flexichoices activities run on Saturdays or weekday evenings, or outreach support.</p> <p>Encourage families to visit various overnight service options if they haven't used them before to find out more about them.</p> <p>Signposting families to the carers network for support/connection and discussion with other carers.</p> <p>Clear guidance support to inform practitioners of the options suitable for individuals and have the conversations around choices with families.</p> <p>Introduction and use of a short breaks service dashboard to enable service managers to monitor the delivery of short breaks service in</p>	Mary Hendrick	2025

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	<p>real time and address any issues with operationalising the revised approach.</p> <p>Revision to public website or other sources of information which families may use.</p> <p>Ensure that all information and documents are available as a printed version so that practitioners can provide these to people who are digitally excluded or who require large print.</p> <p>Ask our networks to disseminate information via their forums, through phone calls or in writing.</p> <p>Designs for the new facilities are fully accessible.</p> <p>Training courses and materials for staff to be provided in formats appropriate to the needs of those who are deaf or who have visual impairment</p>		
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6a. Version control

Version Number	Purpose/Change	Author	Date
1	First draft EIA	Stuart Deacon	4 October 2022

Version Number	Purpose/Change	Author	Date
2	Commissioning Team input	Mary Hendrick	6 March 2023
3	Feedback on behalf of Directorate Equalities Group	Kathryn Pyper	8 March 2023
4	Final revisions	Stuart Deacon	9 March 2023

The above provides historical data about each update made to the Equality Impact Assessment.

Please include the name of the author, date and notes about changes made – so that you can refer to what changes have been made throughout this iterative process.

For further information, please see the EIA Guidance document on version control.

6b. Approval

Secure approval from the appropriate level of management based on nature of issue and scale of change being assessed.

Approved by	Date approved
Jon Lillistone, Head of Service	8 March 2023
Kathryn Pyper, ASC EDI Lead Directorate Equality Group	8 March 2023

Publish:

It is recommended that all EIAs are published on Surrey County Council's website.

Please send approved EIAs to: **INSERT SHARED EMAIL ACCOUNT ADDRESS**

EIA author:

6c. EIA Team

Name	Job Title	Organisation	Team Role
Stuart Deacon	Project Officer	SCC	drafting
Mary Hendrick	Senior Commissioning Manager	SCC	drafting
Anna Waterman	Lead Commissioner for Disabilities	SCC	drafting

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