

Derby City Council Safeguarding Impact Assessment

This safeguarding assessment form is designed to help you check what you are doing when you are about to produce a new policy, review an older one, write a strategy or plan or review your services and functions.

The process will enable you and wider stakeholders to identify any safeguarding implications from potential changes, and help to mitigate their impact. Ideally you need to do a safeguarding impact assessment whenever a decision is needed that affects any groups as defined in the Council's [Corporate Safeguarding Policy](#).

Possible examples where a safeguarding impact assessment is required include any change that would affect services or outcomes for children and young people or adults in need of care and support:

- Restructuring a team that directly / indirectly supports the delivery of safeguarding responsibilities e.g. Achieving Change of Children in Care team.
- Significant service re-design or commissioning of provision e.g. closure of facility such as a day centre replaced by community led support.
- Budget savings or efficiency proposal e.g. reduction in funding for domestic violence provision, reduced hours at a children's centre.
- Developing or revising policy to respond to statutory / local requirements e.g. update of housing or homelessness policies. This could include employee policies e.g. lone working policy.

If you need more information about the Council's Safeguarding Policy or arrangements, please see:

<https://iderby.derby.gov.uk/performance-and-intelligence/safeguarding/what-is-safeguarding/>

This completed form should be attached to any Chief Officer Group, Cabinet or Personnel Committee report to help elected members make their decisions by taking the safeguarding implications into account.

Department	People Services	
Lead Officer	Colyn Kemp, Head of Business Intelligence	
Details of proposed change of service/policy or of new service/policy		
<p>Derby City Council's Adult Social Care Charging Policy outlines how the Council carries out financial assessments and charges customers, where appropriate, for the adult social care services that they receive.</p> <p>A regular review of the Adult Social Care Charging Policy has been undertaken. A number of minor changes have been made to the wording of the Policy in order to improve clarity.</p>		
Date of proposed change of service/policy or introduction of new service/policy	January 2021	
The reason(s) for change of service/policy or of new service/policy		
<p>Under the Care Act 2014 and the related Statutory Guidance, the Council has a duty to develop and maintain a policy setting out how it will charge people in settings other than care homes.</p> <p>It is normal practice to review the Adult Social Care Charging Policy every two years.</p>		
Details of potential safeguarding risks If there are no risks please explain why	Details of measures to manage the risks	
<p>Charging customers a contribution towards the cost of the adult social care services that they receive could cause financial hardship.</p> <p>Appropriate safeguards are already built into the financial assessment process. These ensure that customers are only charged a contribution that they can afford.</p> <p>Customers are encouraged to alert the Council promptly when their financial circumstances change.</p>	<p>No further measures are required to manage this risk</p>	
No other risks have been identified as the Policy only affects charges levied for adult social care services.	n/a	

Communication Plan

Do you need to communicate the proposed changes and measures to staff or partners to manage risks? Describe the range of audiences and methods to be used.

Details of change/measure	How will you communicate this?
Implementation of the revised Adult Social Care Charging Policy	<p>Customers were advised of the proposed changes during a public consultation held between July and September 2020.</p> <p>The revised Policy will be published on the Council's website and intranet.</p> <p>Charging Teams will implement the revised Policy.</p> <p>Information and advice to customers about charges for adult social care services will be updated.</p>

Outcome

What is the outcome of this Safeguarding Impact Assessment?

Outcome 1	X	No major change needed – the SIA hasn't identified any potential for negative impact.
Outcome 2		Adjust the policy to remove risks identified by the SIA. Are you satisfied that the proposed changes to the policy will sufficiently mitigate the risks?
Outcome 3		Continue the policy despite potential for negative impact. You will need to make sure the SIA clearly sets out the justifications for continuing with it. You need to consider whether there are: <ul style="list-style-type: none"> • sufficient plans to stop or minimise the negative impact • mitigating actions for any remaining negative impacts • plans to monitor the actual impact (see below).
Outcome 4		Stop and rethink the policy when the SIA shows actual or potential harm.

Evaluation

How will you monitor and evaluate the impact assessment and effectiveness of the measures to manage the risks (for example audit)?

The number of requests from customers asking for a revision to their Financial Assessment and the number of complaints received about the burden of paying for adult social care services will be good indicators of the effectiveness of the safeguarding measures in place.

Date when evaluation will be completed	January 2022
When evaluation has been completed resubmit impact assessment	

APPROVAL

Name of Strategic / Service Director signing off	Kirsty McMillan, Director of integration and Direct Services
Date	12 November 2020