

Use this form when preparing for a decision. By decision we mean considerations that are the responsibility of council, cabinet, one of its committees and panels or those that have been delegated to an officer or cabinet member. This template helps you complete the Equality & Diversity section of your report.

Decision Title: Community Based Falls Prevention Service – Single Point of Access; Central Database Management; Well-being Assessments & Exercise Provision – Decision to Proceed to Tender	
Date: 21 st June 2015	Author: Rob Luckham, Joint Commissioner

A. Answer the following

<p>a) Is this a “key decision” as defined by the Forward Plan (see here for a wider definition), a major planning decision or one that affects a sizeable number of staff? (Significant)</p> <p>By sizeable we mean a decision that is a general change for all staff even if it effects only some, a decision that would affect over 50 people or a decision that is specifically about a protected characteristic</p>	Yes
<p>b) Does the decision affect people with one or more of the equality protected characteristics? (Relevant)</p> <p>Protected Characteristics are: Age, Disability, Gender Reassignment, Pregnancy and Maternity, Race, Religion and Belief, Gender, and /or Sexual Orientation. Locally we have added Deprived / Socio Economic Disadvantage Groups</p>	Yes

☒ If you answer No to either of these,

Place a No in the equality box on the report and don't go any further, although you do need to write something in report to demonstrate you have considered equality. The following are sample responses:

“This decision is not significant and/or relevant (delete as necessary) in regard to equality issues.”

“This decision is a subsequent decision to the Inclusion Strategy and due regard was taken to any equality implications when this was agreed by the cabinet on the 13 April 2010.”

Email this to: jeremy.beake@milton-keynes.gov.uk copying in the relevant Assistant Director, this will be taken as being agreed by the Assistant Director
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☒ If you answer Yes to both of these,

Place a Yes in the equality box on the report and continue to complete the assessment on Page 2.

B. The Assessment Please refer to the explanatory notes on page 4

1. How will the decision be made and who will be involved?

Following a review of current service provision undertaken by the Falls Prevention Strategy Group, under the leadership of the Health & Wellbeing Board, the Assistant Director for Joint Commissioning is recommending to the Council's Procurement & Commissioning Committee that a new Community Based Falls Prevention Service be procured.

2. What is the aim of this decision and what changes will occur?

The aims of the decision are to:

- Meet the Council's obligations to the population of Milton Keynes with regards to falls prevention, as defined in the Health and Wellbeing Board Strategy, Falls Prevention Strategy and Better Care Fund Plan:
 - A reduction in the incidence of serious injury as a result of a fall in the over 65 (and in particular the over 80s) population
 - A reduction in the incidence of deaths from unintentional falls
- Enable the Council to demonstrate compliance with recent legislative changes. Specifically the Care Act 2014.
- Enable both the Council and CCG to manage budgets effectively, whilst demographic changes are rapidly increasingly demand for current services.

The main changes are to augment current services by the additional provision of further falls prevention services for at risk citizens. Specifically the following additional services are to be procured:

- A Single Point of Access, with initial assessment and therapy from clinicians, and equipment ordering to meet low level needs; & signposting on to other services.
- Documentation of need and intervention result into a database, which will be accessible by other services across the Council and NHS and used for individual and themed proactive falls prevention work across the whole falls prevention pathway.
- Wellbeing assessments and health improvement planning in people's own homes, for people determined by the Single Point of Access to be at risk of falling.
- Low level, falls prevention specific, exercise classes conducted at various sites across Milton Keynes.

3. Who is affected by this area of work and/or the changes?

The primary client group of the service will be either:

- Those people who have been identified as being at risk of a fall and who are requiring general preventative falls advice and interventions; or
- Those people who have fallen and who need treatment and help to regain their independence, confidence levels or simply more personalised advice and preventative interventions; or
- Those people who are fearful of falling.

The broader client group are older people who are residents of, or are registered to a GP within,

4(a) Thinking positively, which groups of people benefit (or could potentially benefit) from this decision? (Place an and provide information & evidence)

Protected Characteristic (as defined in the Equality Act)	YES	NO	UNCLEAR	Information and evidence Hyperlinks, References and Notes
Age	x			Improved access to falls prevention specific information & advice, therapy, equipment, exercise; increased social interaction; and wellbeing checks.
Disability	x			As above
Race	x			As above
Gender or Gender Reassignment				
Sexual Orientation				
Religion/Belief				
Pregnancy and Maternity				
Deprived / Socio Economic Disadvantage Groups	x			As above

(b) Summarise how equality of opportunity is advanced, or/and how good community relations are fostered, by the decision?

This procurement will enable a greater proportion of older people, particularly those at the highest risk of falling, seriously injuring themselves and losing their independence, perhaps permanently, to access services that will benefit them.

The service will pro-actively target the most at risk people, typically those who may be the oldest, frailest and most socially isolated members of society.

The provision of exercise classes in individual communities will increase social interaction and wellbeing opportunities for at risk people.

The tender evaluation process for this procurement includes an assessment of how the successful provider will further social value in Milton Keynes. This will encourage innovation in delivering the service whilst meeting broader community development needs.

5(a) Being sensitive to the issues that some people may face, which groups of people will (or could potentially) experience adverse effects following this decision?

Protected Characteristic (as defined in the Equality Act)	YES	NO	UNCLEAR	Information and evidence Hyperlinks, References and Notes
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Age		X		The decision improves previously procured services. There is no loss of opportunity for the people of Milton Keynes.
Disability		X		As above
Race		X		As above
Gender or Gender Reassignment		X		As above
Sexual Orientation		X		As above
Religion/Belief		X		As above
Pregnancy and Maternity		X		As above
Deprived / Socio Economic Disadvantage Groups		X		As above

6(a) What types of engagement and/or consultation are relevant to the decision?

Protected Characteristic (as defined in the Equality Act)	YES	NO	UNCLEAR	Information and evidence Hyperlinks, References and Notes
Age	X			The procurement is a requirement of the Falls Prevention Strategy, on which the Council conducted a full public consultation. The procurement has been approved by & is overseen by the Better Care Fund Delivery Group, on which Healthwatch MK are represented.
Disability	X			As above
Race				
Gender or Gender Reassignment				
Sexual Orientation				
Religion/Belief				
Pregnancy and Maternity				
Deprived / Socio Economic Disadvantage Groups	X			As above

(b) For planning purposes, list areas where more information is needed.

None.

7. How are people likely to be affected (positive and negative) by this decision? (Identify the range of options and the effects of each)

Decision options:

1. Do Nothing - i.e. do not provide any additional services. This option is not recommended as the Council would be non-compliant with its own key strategic intentions; would fail to deliver its authorised Better Care Fund Plan; and would place vulnerable people at increased risk of significant injury and associated (permanent) loss of independence.
2. For the Council to do nothing and the CCG to vary the funding to, and contractual arrangement with, the current community based health provider. This option is not recommended as it will inappropriately restrict the procurement process from objectively selecting the best provider, or providers, in accordance with the required MEAT evaluation requirements.
3. Tender for a new, clearly specified, community based falls prevention service. This option is recommended as the best way to meet the new legislative requirements; comply with relevant Council Policies; meet the evolving needs of the population; and work seamlessly to do so with the Council's health partner - Milton Keynes Clinical Commissioning Group.

8. Address the impact (Mark with an)

A No major change needed	X
B. Continue with the decision despite having identified some potential for adverse impact or missed opportunities	
C. Adjust or amend the decision	
D Stop the decision	

(b) Explain the rationale for what you marked above with details of any mitigating activity

The review of current services and pathways has highlighted the need to expand and evolve what already exists in Milton Keynes.
This will only improve all people's access to the services they need.

9. Outline the next steps (add an action plan if necessary) and when and how will this policy or decision be reviewed (Include any mitigating work)

The Contract will be formally monitored and reviewed.

The Council will work pragmatically with the future provider and other key stakeholders to help ensure success and future development of the Service within the whole system of falls prevention within Milton Keynes.

Email to: jeremy.beake@milton-keynes.gov.uk copying in the relevant Assistant Director, this will be taken as being agreed by the Assistant Director, and place a summary in your report – examples of an appropriate summary are at the end of explanatory notes.