

Equality Impact Assessment



Name of project/proposal

Adult Service's Supervision Policy

Contact name

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Department

Adult Services

Date to be published on Hantsweb

01 Sep 2016

Purpose for project/proposal

Decision made to rewrite the policy rather than update previous one as out of date and to meet requirements of staff changes within the adult service's transformation agenda.

Consultation

Has a consultation been carried out?

Yes

Ongoing consultation. Staff working group have been involved in review and rewrite of policy including individuals from community and provider services. Currently consulting with wider range of individuals - draft policy has been sent requesting feedback.

Statutory considerations

Impact

Age	Low
Disability	Medium
Sexual orientation	Low
Race	Low
Religion and belief	Low
Gender reassignment	Low
Sex	Low
Marriage and civil partnership	Low
Pregnancy and maternity	Low

Other policy considerations

Poverty	Low
Rurality	Low
Other factors	Low
If other please describe	Carers needs

Geographical impact

All Hampshire

Have you identified any medium or high impact?*

Yes

No

Equality statement

The impact of supervision is primarily on staff but will, in turn, impact on the quality of their work with service users and carers. The guidance will advise on accessibility of venues for supervision and frequency of supervision depending on staff and their roles. Supervision is a key tool for manager's to monitor staff wellbeing and guidance will be offered about how to include this in supervision discussions.

The supervision procedure is based on Morrison's 4x4x4 model which covers specific areas of supervision: management, development, support & mediation. Specific reference has been made in the procedure to supporting the well-being of staff, helping to maintain and manage caseloads and how to support good quality reflective supervision. There is also reference to the Equality Act and need to consider reasonable adjustments. All of this will be covered further in the new training programme which involves-learning for all staff and delivered courses for supervisors. There will also be more detailed and specific web-based 'how to' guidance.

The procedure and training links to Valuing Performance throughout.

Additional documents are being developed to support staff with supervision including a contract/agreement and suggested pro forma for an agenda and minute taking. Again these are based on and make reference to the 4x4x4 model. We are also incorporating some questions for supervisees and supervisors to reflect on the quality of supervision itself and if any changes need to be made.

A clear process for sharing the procedure has been identified which initially will involve team brief and adding to the agenda of various regular manager meetings for dissemination to staff. We will also incorporate into any business as

usual input we have with staff, e.g. induction training, ASYE. Following on from this the e-learning module will have specific exercises which require staff to read and refer to the procedure.

Following advice while considering the EIA we will ensure that there is guidance for staff who work part-time - e.g. reference to pro rata requirements for supervision according to needs of particular areas of the department.

A medium impact has been identified for disability due to the potential impact of supervision on wellbeing of staff with particular regard to the management of stress. Effective caseload management and reflective supervision is key to managing this and good quality reflective supervision will give staff an opportunity to build resilience. This issue has been identified specifically in the training that will accompany the policy linking to supporting staff with disabilities and implementing reasonable adjustments accordingly.

Date to review actions 01 Sep 2017

Final decision date

Final decision date due 01 Sep 2016
Decision to be made by DMT