


Project Proposal Form	
Adult Social Care Programme Provider Development Innovation Fund	

Who should complete this form?

- Please complete this form (FOUR parts) to apply for project funding from the North East Improvement and Efficiency Adult Social Care Provider Development Innovation Fund.
- A separate form must be completed for each project.

Deadline and returns

- Completed forms should arrive at NE IEP's offices not later than **noon on 15 January 2010**.
- Completed forms should be emailed to riep@northeastcouncils.gov.uk

Further Information

- Further information can be obtained from the NE IEP Programme Office on **0191 261 3923** or riep@northeastcouncils.gov.uk

PART 1 – PROJECT INFORMATION

Project Name:	Local Authority Approved Trader Scheme
Lead Officer Name:	Jimmy Power
Position:	Trading Standards Area Manager (South), Public Protection Service
Lead Organisation: Name:	Northumberland County Council
When established:	
Number of staff / office:	Approximately 30 within Trading Standards (Approximately 120 within Public Protection Service)

<p>Evidence of successfully delivering previous projects / some indication of achievements to date:</p>	<p>Trading Standards produce an annual Service Delivery Plan including details of identified projects for the forthcoming year. 2008/2009 Examples include:</p> <p>Electric Blankets Project Extract from press release:</p> <p><u>Blanket Checks Popular with Pensioners</u> Free safety checks on electric blankets have proven very popular with pensioners.</p> <p>The checks were carried out by a specialist engineer at 8 venues in the west area of Northumberland. Alan Kirsop, Trading Standards Manager said: "Alarminglly, 47% of the blankets tested were found to be unsafe to use. These figures prove that this type of check is obviously worthwhile and we are delighted to have been able to offer this service to the public." We were able to replace those which weren't suitable for further use.</p> <p>The initiative was jointly organised by Northumberland County Council's Trading Standards and Age Concern Northumberland, with assistance from Fire and Rescue, and Northumberland STARS, Environmental Health. Aileen Alexander, Deputy Chief Executive of Age Concern Northumberland commented: "We are pleased to have been involved in this valuable project and to have been able to provide free replacement blankets where necessary. We hope to be able to provide further blankets to needy pensioners during the coming winter."</p> <p>National Medical Weighing Equipment Project Northumberland Trading Standards have completed their activities in this project in which 93 Weights and Measures Authorities across the country took part. Primary Healthcare hospitals were the target of the survey. Initial findings showed significant inaccuracies in equipment, inappropriate equipment and lack of understanding of good weighing principles among staff. Follow up visits have shown a significant improvement in appropriateness of equipment and accuracy levels, and locally our staff have forged links with key staff in our hospitals with a view to a long term mutually beneficial relationship. The trust policies have been improved and new equipment purchased is now of the correct type and accuracy level. A set of new guidelines has been issued by LACORS which has been endorsed by the Department of Health as a result of the project.</p> <p>A Final Report can be found at: http://www.lacors.gov.uk/lacors/ContentDetails.aspx?authCode=43FA8BC&id=21837</p>
<p>Address:</p>	<p>Northumberland County Council, Public Protection Service, Loansdean, Morpeth, Northumberland</p>
<p>Tel:</p>	<p>01670 534768</p>
<p>Email:</p>	<p>Jimmy.Power@northumberland.gov.uk</p>

<p>1. Description: a brief summary of the project, maximum of 500 words</p>	<p>To establish a trader assured/trader registration scheme operated and maintained by Trading Standards, Northumberland County Council.</p> <p>The scheme will provide service users who are managing their own personal budget, and families together with other residents within Northumberland County, with a list of vetted service providers and trades-people who have satisfied agreed minimum standards. Standards may include background checks, into the principals of the business, employees and sub-contractors, County Court Judgements, Police Criminal records searches, Trading Standards complaint history checks and a requirement to provide evidence of public liability insurance.</p>
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The scheme will assist service users/residents, particularly those who are more vulnerable, to identify and make safer arrangements with service provider/traders who comply with rules and regulations which apply to their business and who operate in a fair and honest way and with high standards of work.

It is anticipated that the scheme will initially focus on the home improvements/repairs sector. However, there is clearly opportunity to extend the scope of the scheme to other areas of service which may be arranged through a personal budget. It is acknowledged that home improvements may be delivered under contract through the new Home Improvement Agency service from April 2010. However, it is also envisaged that service users and families together with other groups of consumers would have a need to engage services from other service providers who may not otherwise have any form of accreditation. It is envisaged that the successful bidder to deliver Home Improvement Agency services will become a founding member of the scheme.

Taking account of the potential scale of organisations providing services it is necessary to ensure that minimum standards and checks are commensurate with providing appropriate confidence levels while avoiding any unnecessary additional burdens or barriers. It is envisaged that the scheme will be flexible and be capable of responding to changing needs and increasing demand. A clear customer focus is essential and engagement with the NCT customer reference group and responding to identified needs is seen as a key driver to the success of the project and developing relevant and workable standards.

The primary objectives of the scheme are:-

Service Users/Consumers

- Promote and enhance independent living
- Support vulnerable people in and be part of the community
- Provide with a reliable way of finding service providers/businesses they can trust
- Helping service users/consumers to avoid falling victim to doorstep crime/bogus builders
- Empowering service users and consumers and increasing confidence
- Offering a source of advice of help if things go wrong and an effective complaints resolution procedure

Businesses

- Enabling local service providers and businesses to demonstrate they have signed up to schemes that meet agreed minimum standards
- Offering a source of advice of help if things go wrong
- Offering local service providers and businesses a recognised and valued kite mark

NCC/Public Protection Service

- Protecting consumers
- Reduce the number of complaints received by Consumer Direct and

	<p>Northumberland County Council</p> <ul style="list-style-type: none"> • Contribution to Northumberland County Councils Corporate Objectives (Local Area Agreement priorities promoting and enhancing independent living, supporting vulnerable people (NI 139 & NI 142), and duties in relation to community safety and crime reduction) • Contribute to Trading Standards Performance Indicators (NPI 183) <p><u>Marginalise Rogue Traders</u></p> <p>The scheme will clearly assist in signposting service users to appropriate providers by providing uniform and clearly understood guidance for users on how to arrange service provision.</p> <p>A website will provide details of the scheme together with facilities to search for appropriate providers/businesses. A feedback/rating system will also be available. This facility will also be of benefit to 3rd parties such as Northumbria Care Trust, Age Concern, Citizens Advice Bureau etc.</p>
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<p>2. What is innovative about your project? maximum of 100 words</p>	<p>The project embodies the principle of effective partnership working aimed at meeting combined objectives and national indicators applicable to each partner through a new and collaborative initiative.</p> <p>The scheme will utilise existing information and expertise within Trading Standards to provide a new approach to preventative action avoiding service users and residents falling foul of poor quality work and doorstep crime. It will provide a level of confidence to underpin new methods of service provision and thus embedding safeguards against poor standards of provision.</p> <p>The project would seek to utilise and build on existing relations with partners such as Age Concern and Citizens Advice Bureau's.</p>
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<p>3. Local Authority Sponsor identify the officers with whom you have agreed this project</p>	<p>Name: Victoria Barrington, Head of Public Protection Tel: 01670 534600 Name: Alan Kirsop, Trading Standards and Animal Health Manager Tel: 01670 534587</p>
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<p>4. Provider Involvement: identify the officers with whom you have discussed this project</p>	<p>Fiona Horsman, Transformation Programme Manager (Northumberland Care Trust) Merley Croft, Loansdean, Morpeth</p> <p>George Irving, Senior Manager (Supporting People & Independent Living) Northumberland Care Trust, County Hall, Loansdean, Morpeth</p>
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<p>5. Involvement of other partners, if any, identify others who you have discussed this project with</p>	<p>Other Local Authorities with a view to collaboration to provide a joined up approach to the scheme. Age Concern. Discussions with other partners such as Citizens Advice Bureau's will follow. Other partners include Local Authorities Coordinators of Regulatory Services (LACORS), the Trading Standards Institute (TSI), the Office of Fair Trading (OFT) and the Citizens Advice Bureau (CAB)</p>
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<p>6. Evidence of Need or drivers for the Project e.g.</p> <ul style="list-style-type: none"> • Evidence of need (research, surveys, skills 	<p>High level of complaints, locally, regionally and nationally, about home improvement. Trading Standards receives numerous requests from residents for recommendations/guidance on which businesses are reputable. At present it is not possible to provide such information. However, the project would provide a positive preventative action to avoid</p>
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audits, inspection reports etc)

- Consensus amongst authorities and/or stakeholders
- Demand or resource challenges
- External factors - political, environmental, economic, social
- Policy or legislation
- Recognised or emerging best practice

falling foul of rogue traders. Guidance will be provided to service users but then it is left to them to ask the right questions and in effect identify an appropriate provider.

Doorstep Crime covers a broad range of criminal activity, covering high pressure sales, bogus officials and property repairers to distraction burglary and assaults upon householders by professional criminals seeking cash and other valuables.

Research on behalf of the Home Office Distraction Burglary Task Force, was undertaken by Brian Steele, into the issue of Doorstep Crime. This research highlighted that itinerant bogus property repairers often target the older and vulnerable members of communities. These gangs undertake shoddy often misdescribed and unnecessary work, preying on peoples fears as to the condition of their homes. Many incidents are also linked to distraction burglary where a suitable opportunity or victim arises.

Gangs of bogus property repairers exchange details of victims who have been identified as being likely to keep sums of cash at their home. These residents are then often the subject of re-victimisation. The perpetrators of Doorstep Crime can rarely be traced for breaches of civil or criminal legislation by Trading Standards and cause problems for the Police in tracing offenders engaged in theft or assaults upon householders.

It is reported that by 2022, 20% of the population will be over 65 and by 2027 there will a 60% increase in the number of people over 85 years. Clearly this trend will present a larger 'target' group and therefore is likely to result increasing numbers of doorstep crime complaints. Furthermore, this demographic change will also result in a growing number of service users and more vulnerable people and consequently an increased need for confidence in service providers/businesses.

It is therefore a key part of any Doorstep Crime strategy to educate consumers not to employ cold callers at the door, offering to undertake property repairs to their homes.

A survey of residents in a neighbouring County, found that 97 % of householders did not want a cold caller at their door. Around 25 % reported having a bad experience and problems with goods or services purchased from doing a cold caller. [Undertaken by Durham County Council Trading Standards Service in November 2002]

Demand for access register trader scheme is clearly evidence by results of surveys conducted by local authorities. 66% respondents said they would choose a member in preference to other businesses (Angus Trading Standards) and 74% of respondents said that Trading Standards registration influenced their decision to chose a trader (Bedfordshire Trading Standards)

For a number of years, consumers have contacted the Trading Standards Service for details of recommended / approved traders or an indication of any complaints held about a particular trader. The legal constraints imposed by the Data Protection Act 1998, its predecessor and more latterly the Enterprise Act 2002 prevent disclosure of such information to consumers.

A number of schemes have been developed around the country, to a large extent set up by Trading Standards Authorities to establish a list of approved /vetted traders who have satisfied certain membership criteria. The information disclosure issues having been addressed by obtaining applicants consent.

The Local Authority Approved Trader Schemes Network (LAATSN) was set up in 2006 to assist the development of local authority assured trader

	<p>schemes. LAATSN aims to bring greater consistency to schemes through its underpinning framework of minimum standards. LAATSN is supported by the Local Authorities Coordinators of Regulatory Services (LACORS), the Trading Standards Institute (TSI), the Office of Fair Trading (OFT) and the National Association of Citizens Advice Bureau (NACAB). The value and importance of such schemes is also recognised and advocated by the Local Better Regulation Office (LBRO)</p>
<p>7. Fit with NE IEP key indicators, such as:</p> <ul style="list-style-type: none"> • Collaboration between councils and with other public sector or VCS • Innovation • Catalyst for change • Mutual support & challenge for improvement • Tackling underperformance • Represents good value for NE IEP funding 	<p>The project represents a collaboration between Trading standards, independent and voluntary sector service providers, statutory partners, and Northumberland citizens to deliver a scheme which will contribute towards meeting Putting People First and supporting people strategic objectives, and national indicators of the Local Authority and Northumberland Care Trust in relation to supporting vulnerable people and independent living and also the Fair Trading, and Business Satisfaction objectives from a Regulatory Services perspective.</p> <p>Parties to the project confirm their willingness to fully and actively participate in an independent evaluation during the lifetime of the project to learn and share through the journey not just at the end to maximise transferable learning, replicable across the region.</p> <p>Overall the project will enhance service quality, reduce complaints, and offer significant assurance toward safeguarding vulnerable adults in this area.</p>
<p>8. Funding Required: exclusive of VAT, provide a breakdown</p>	<p>Total: £58,000 Website @ £7,000 1 Full-time post @ £31,000 0.5 full time support post @ £11,000 Printing/Packs @ £4,000 Promotion/ Publicity @ £5,000 (approximate costings)</p>
<p>9. Match Funding: please give details of any match-funding to this proposal</p>	<p>Similar resource levels will be required in subsequent years and there is a commitment from the Public Protection Service to sustain and develop the project (except website would costs would reduce to £700 -£1500 p.a. for maintenance).</p> <p>It is anticipated that a provider registration fee will be charged toward ensuring sustainability. Further work will be undertaken with service users and providers to define a flexible scheme which recognises the differing scales of organisations achieving the award.</p>
<p>10. Total Project Cost: Sum of the above boxes 7. and 8.)</p>	<p>Total: £58,000</p> <p>Note preceding comments on sustainability</p>
<p>11. Efficiencies Anticipated: Specify the amount in £s and explain how the efficiencies will be derived</p>	<p>Cashable Financial Efficiencies £</p> <p>Non-Cashable Benefits £ Difficult to quantify but clearly financial benefits from avoiding having to resolve/investigate complaints and also savings to service users/consumers from paying for poor work and having to fund remedial works. It is anticipated that increased confidence of consumers may result in wider system savings by avoiding otherwise unnecessary and more costly admissions to residential or nursing care by addressing areas of service currently not statutorily regulated by the Care Quality Commission.</p> <p>Non-Cashable Improvements: Reduced number of complaints relating to poor standards of work, rogue traders and door step crime Increased levels of satisfaction Increased confidence in service provision/traders</p>

	<p>Business growth for registered providers/businesses</p> <p>Increased levels of business compliance</p> <p>Greater protection of vulnerable people</p> <p>Enhanced levels of independent living</p>
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12. Project Duration & Timescales:	<p>Initial work is needed to scope the remit of scheme including consultation with users/providers/traders.</p> <p>Promotional material and websites would have to be agreed, produced and publicised.</p> <p>Commencement of recruitment for membership would be planned to start July 2010 and be ongoing.</p> <p>Growth will be incremental and ongoing but the 1st wave of recruitment and membership will be completed by January 2011.</p>
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13. Perceived risks to the project:	How will the identified risk be managed?
1. Low take up rate	1. Effective promotion and membership fees conducive to joining, avoid unnecessary requirements/burdens
2. Threat to sustainability after year one	2. Commitment from Public Protection Service to sustaining scheme (endorsed by Head of Service) Note comments at point 9 above in relation to charging
3. Challenges to maintain motivation and drive to deliver project	3. Lead officer role allocated to Area Manager to drive project forward
4. Low relevance to service providers	4. Partnership group to be established which utilises appropriate experience to develop a workable and relevant scheme

14. Please describe any plans that exist or will be put in place to ensure a sustainable forward strategy for the project:	<p>Engagement with NCT including customer reference group and provider forum groups.</p> <p>Engagement with and feedback from members and users.</p> <p>Ongoing strategy for identifying future sources of funding - note comments at point 9 above.</p> <p>Innovative approaches to utilise effective and efficient methods of promotion and publicity through new technologies and existing partner networks.</p> <p>Ongoing commitment to engage in partnership working to ensure success.</p>
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15. Identify any project dependencies:	<p>Successful funding application</p> <p>Successful take up by service providers and appropriate businesses.</p> <p>Effective promotion and publicity.</p> <p>Drive and commitment to successfully delivery scheme.</p> <p>Workable registration fee to enable growth.</p>
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16. Please provide any further information in support of the project (maximum of 150 words):	<p>The project offers a unique opportunity to develop new preventative services which have a high degree of assurance for consumers while allowing the consumer to remain as the driving force at the heart of services which are relevant to their needs.</p> <p>The project will promote safe practices in which the authority acts as a catalyst to foster and support the ability of Northumberland citizens to maintain control over their own living environment and place in the community for as long as they are capable.</p> <p>The application attracts the support of the Northumberland Care Trust as stated by Fiona Horsman, Transformation Manager, Northumberland Care Trust, who has considered the project and is of the opinion that the idea meets the NE IEP criteria and that it would be a useful project.</p>
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In section 15 below you are asked to describe what the project seeks to achieve in terms of outputs, outcomes and impacts using the following definitions:

- **Outputs** are the immediate results arising from interventions (“facts and figures”)
- **Outcomes** are the changes achieved by the interventions, net of additionality (would it have happened without project/programme intervention? – *deadweight* – is it replacing activity elsewhere? – *displacement*)
- **Impacts** are the long term structural improvements in the personalisation of adult social care service provision as a result of interventions. Consequently these are less amenable to immediate measurement and attribution to activities

Section 15 – Outcomes, Outputs and Impact

	OUTCOMES	TASKS/OUTPUTS	MILESTONE DATES
	What will be achieved by your project? Ensure outcomes are SMART -specific, measurable, achievable, relevant and timed to the Provider Development Fund criteria	How the outcomes will be delivered	When you expect to complete tasks/activities towards your outcomes
1	Greater access to and increased confidence and better safeguards in service provision/business area(s) covered by the scheme	Target of 50 members admitted to the scheme	by January 2011 (after first recruitment)
2	Increased levels of service user/customer satisfaction	Year on reduction in number of complaints in specified trade sector (e.g. home improvements/repairs/maintenance)	January 2011
3	Increased support for independent living/the vulnerable	90%+ Percentage of users satisfaction levels with registered providers/businesses	January 2011
4	Increased support for independent living/the vulnerable	Continued growth in the number of vulnerable people supported to live in the community through using members of the scheme	Ongoing

	IMPACTS	How Observed?
	Improved service user/consumer experience, more confident service users/consumers	Feedback from those who engage the services of scheme members, ongoing reduction in complaints.
	Improved levels of support older and more vulnerable people receive to live independently at home	Reduction in levels of complaints and feedback from users/reference groups
	Reduced level of admissions to residential and nursing care	Partnership working with Adult Social Care
	Potential wider system benefits where increased availability of good quality work may result in fewer accidents and falls and reduction of calls on other emergency services such as North East Ambulance Service	Quality monitoring and partnership with Supporting People forums
	Increased shift to preventative services	Spend shifts within adult care away from traditional spend areas

To complete PART 2 continue to the next page

PART 2 - PROJECT TYPE INFORMATION

A. INNOVATION FUND THEMES:

Indicate with a tick which themes the projects is associated with in the table below. Tick as many as apply and state the amount of funds to be used for these specific areas of need.

	Tick (✓)
• To evidence new and different service models through collaboration	✓
• To evidence quality improvements, better outcomes and quantifiable efficiencies	✓
• To provide flexible and reliable personal care and personal assistance	✓
• To respond sensitively and safely to meet choice and control	✓
• To provide a seamless service to enable independent living	✓

B. IN WHAT GEOGRAPHICAL AREA WILL THE PROPOSED PROJECT TAKE PLACE?

If ticking more than one option please provide an explanation

	Tick (✓)
• Local neighbourhood / ward (i.e. smaller than district, borough or unitary authority)	
• District, borough or unitary local authority area	✓
• Sub regional (i.e. countywide or larger but smaller than region):	
• Regional (to cover all 12 LA's)	Potential for replication

C. WHAT ELEMENT(S) OF PUTTING PEOPLE FIRST WILL THE PROJECT ADDRESS ?

	Tick (✓)
• Personalisation	✓
• Prevention	✓
• Maintaining Dignity	✓
• Safeguarding	✓
<p>Please describe how the Project will address the elements ticked: By providing easy access to members of the scheme users/consumers can have added confidence in, and receive improved, service provision and avoid falling foul to rogue traders. The scheme will allow users to make informed choices thereby enhancing personal control in a manner which meets the needs of the individual.</p>	

D. WHAT NATIONAL INDICATOR(S) WILL THE PROJECT ADDRESS ?

	Tick (✓)
6 Participation in regular volunteering	✓ Anticipated that a number of providers may offer volunteering opportunities
7 A thriving third sector	✓ Anticipated that third sector solutions will develop, particularly in rural/remote communities.

119	Self reported measure of peoples overall health and wellbeing	√ The project will require providers to measure their impact on health and wellbeing
124	People with a long term condition supported to be independent and in control of their condition	√ It is envisaged the scheme will be defined so as to support the needs of those with chronic conditions
139	The extent to which older people receive the support they need to live independently at home	√
142	Percentage of vulnerable people who are supported to maintain independent living	√
182	Satisfaction of businesses with local authority regulation services	√
183	Impact of local authority regulatory services on the fair trading environment	√
<p>Please describe how the Project will address the National Indicators ticked or any other indicators : By providing easy access to members users/consumers can have added confidence in, and receive improved, service provision and avoid falling foul to rogue traders. Businesses who are members will benefit from the scheme and have higher satisfaction levels with regulatory services. By advocating the use of members the number of complaints against problem traders should reduce.</p> <p>Putting in place arrangements to nurture the delivery of safe services, and thereby good health and wellbeing outcomes, is fundamental to the scheme</p>		

To complete PART 3 continue to the next page

PART 3 - PROJECT COMPLIANCE INFORMATION:

Tick to indicate your Project complies with the requirements listed below:

	Tick (✓)
E1. Projects must be collaborative, i.e involving at least two providers and one North East local authority.	✓
E2. Project must be a new and innovative initiative that supports personalised service delivery. Funding will not be provided to support existing activity.	✓
E3. Project must anticipated delivering efficiencies savings for a local authority	✓
E4. Project proposals must be submitted on the standardised project proposal form.	✓
E5. Projects must seek to improve a number of the following national indicators: Nat Ind 6, 7, 119, 124, 139, 142	✓
E6. Project proposals must state which of the different elements of adult social care provision they are seeking to address	✓
E7. Project proposals must include a risk assessment.	✓
E8. Project proposals must provide monitoring information of project outputs, outcomes and milestones, including appropriate project start and end measurement of relevant indicators.	✓
E9. Project proposals must state how the project will be supported after completion, where this is appropriate.	✓
E10. Project proposals must describe how they will embed effective communications within them.	✓
E11. Project proposals must ensure no duplication with existing activity.	✓
E12. Project proposals must confirm their willingness to fully and actively participate in an independent evaluation during the lifetime of the project to learn and share through the journey not just at the end to maximise transferable learning, replicable across the region.	✓
E13. Project proposals must adhere to the following principles: equal opportunities, POVA, health and safety, clear governance, inclusiveness, respecting diversity and include an equalities impact assessment, either using the attached form, or the one used within their organisation.	✓
E14. All project costs must exclude VAT.	✓
E15. All project costs must be revenue only.	✓
E16. Lead organisation able to supply approved financial accounts for the year 2007-08 or 2008-09.	✓

Desirable Criteria

	Tick (✓)
D1. Project proposals which incorporate a degree of match resources (in-kind/financial)	✓

To complete PART 4 continue to the next page

PART 4 - EQUALITIES IMPACT ASSESSMENT

1. Will the project be accessible to everyone within the community? Please describe how accessibility will be achieved?	
<ul style="list-style-type: none"> Gender 	<p>Members would be required to adhere to a code which would include a requirement that members are to ensure that no person is discriminated against or refused service on the grounds of gender.</p> <p>In administering the scheme the operator would also be required to follow the above.</p>
<ul style="list-style-type: none"> Sexual Orientation 	<p>Members would be required to adhere to a code which would include a requirement that members are to ensure that no person is discriminated against or refused service on the grounds of sexual orientation.</p> <p>In administering the scheme the operator would also be required to follow the above.</p>
<ul style="list-style-type: none"> Race 	<p>Members would be required to adhere to a code which would include a requirement that members are to ensure that no person is discriminated against or refused service on the grounds of race.</p> <p>In administering the scheme the operator would also be required to follow the above.</p>
<ul style="list-style-type: none"> Religion of belief 	<p>Members would be required to adhere to a code which would include a requirement that members are to ensure that no person is discriminated against or refused service on the grounds of religious belief.</p> <p>In administering the scheme the operator would also be required to follow the above.</p>
<ul style="list-style-type: none"> Age 	<p>Members would be required to adhere to a code which would include a requirement that members are to ensure that no person is discriminated against or refused service on the grounds of age.</p> <p>In administering the scheme the operator would also be required to follow the above.</p>
<ul style="list-style-type: none"> Disability 	<p>Members would be required to adhere to a code which would include a requirement that members are to ensure that no person is discriminated against or refused service on the grounds of disability.</p> <p>In administering the scheme the operator would also be required to follow the above.</p>
<ul style="list-style-type: none"> Geography 	<p>The scheme would not be restricted on the basis of geography.</p>
<ul style="list-style-type: none"> Other equality issues 	<p>The development of the scheme and the standards themselves will be subject of Equality Impact Assessments</p>

2. Does the project treat any group differently from its other service users? No	
<p>If Yes, please specify those individuals or groups affected and whether the impact may be adverse, and how this can be prevented?</p>	

3. Does the project promote equality? Yes	
<p>If Yes, please describe how it is promoted</p>	<p>Providers, sponsors and members are committed to equality and must ensure that no person is discriminated against or refused service on the grounds of age, race, gender, disability, marital status, sexual orientation or religious belief</p>

4. Does the project budget cover activity to promote equality?	No
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5. Have you consulted with any of the following groups regarding delivery and access to the project? **No**
If Yes, please describe. If No, please describe what you plan to do and by when.

First steps within the project will involve the establishing of a Project Board of key partners which will act as a reference group in developing the scheme and championing access to existing partner networks. Networks such as the Care Trust Customer Reference Group will be used to develop and improve the scheme standards and access arrangements. The membership of the Project Board will actively ensure that meaningful consultation takes place through existing bodies such as the Third Sector Reference Group and Northumberland Strategic Partnership.

• Gender	
• Sexual Orientation	
• Race	
• Religion of belief	
• Age	
• Disability	
• Geography	
• Other equality issues	

THANK YOU VERY MUCH FOR YOUR TIME TAKEN TO SUBMIT A PROJECT PROPOSAL

Please submit project proposals to
riep@northeastcouncils.gov.uk by noon on 15th January 2010

Confirmation of funding decisions will be provided by **26th January 2010**. Written feedback will be available for unsuccessful bids for four weeks after this date.