

EQUALITY IMPACT ASSESSMENT FORM

October 2018

THE COUNCIL'S EQUALITIES STATEMENT

This Council recognises that people have different needs, requirements and goals and we will work actively against all forms of discrimination by promoting good relations and mutual respect within and between our communities, residents, elected members, job applicants and workforce.

We will also work to create equal access for everyone to our services, irrespective of ethnic origin, sex, age, marital status, sexual orientation, disability, gender reassignment, religious beliefs or non-belief, use of Welsh language, BSL or other languages, nationality, responsibility for any dependents or any other reason which cannot be shown to be justified.

The Council is required to have due regard to the need to:

- eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Equality Act 2010
- advance equality of opportunity between people who share a relevant protected characteristic and those who do not
- foster good relations between people who share a protected characteristic and those who do not.

The Act explains that having due regard for advancing equality involves:

- removing or minimising disadvantages experienced by people due to their protected characteristics
- taking steps to meet the needs of people from protected groups where these are different from the needs of other people
- encouraging people with protected characteristics to participate in public life or in other activities where their participation is disproportionately low.

The protected characteristics are:

- Age
- Disability
- Gender Re-assignment
- Marriage and Civil Partnership
- Pregnancy and Maternity
- Race
- Religion, Belief or Non-Belief
- Sex
- Sexual Orientation
- Welsh Language*

* The Welsh language is not identified as a protected characteristic under the Equality Act 2010, however in Wales we also have to treat Welsh and English on an equal basis as well as promoting and facilitating the use of the Welsh language.

Further advice on completing impact assessments can be found on the equalities pages of Corporate Policy Unit Portal.

THE EQUALITY IMPACT ASSESSMENT

NAME OF NEW OR REVISED PROPOSAL *	Reduction of Family Support services provided by Barnardo's to achieve MTFP savings
DIRECTORATE	Social Services
SERVICE AREA	Children's Services
CONTACT OFFICER	Gareth Jenkins, Assistant Director
DATE FOR NEXT REVIEW OR REVISION	Not applicable

***Throughout this Equalities Impact Assessment Form, 'proposal' is used to refer to what is being assessed, and therefore includes policies, strategies, functions, procedures, practices, initiatives, projects and savings proposals.**

The aim of an Equality Impact Assessment (EIA) is to ensure that Equalities and Welsh Language issues have been proactively considered throughout the decision making processes governing work undertaken by every service area in the Council as well as work done at a corporate level.

The Council's work across Equalities, Welsh Language and Human Rights is covered in more detail through the [Equalities and Welsh Language Objectives and Action Plan 2016-2020](#).

When carrying out an EIA you should consider both the positive and negative consequences of your proposals. If a project is designed for a specific group e.g. disabled people, you also need to think about what potential effects it could have on other areas e.g. young people with a disability, BME people with a disability.

There are a number of supporting guidance documents available on the [Corporate Policy Unit Portal](#) and the Council's Equalities and Welsh Language team can provide advice as the EIA is being developed. Please note that the team does not write EIAs on behalf of service areas, the support offered is in the form of advice, suggestions and in effect, quality control.

Contact equalities@caerphilly.gov.uk for assistance.

PURPOSE OF THE PROPOSAL

1	<p>What is the proposal intended to achieve? <i>(Please give a brief description and outline the purpose of the new or updated proposal by way of introduction.)</i></p> <p>The existing Barnardo's contract expires at the end of September 2019 and Children's Services has been undertaking a review of services provided to identify areas that can be reduced in order to contribute to achieving the MTFP savings target for Children's Services for 2019/2020.</p> <p>The Barnardo's service currently provides the following:</p> <ul style="list-style-type: none">• Contact – a supervised contact service for children and families where there are safeguarding concerns and risks. This is deemed a priority function for Children's Services and will need to be maintained either through a renewed commission or by bringing the service in-house.• Young Carers – the identification, assessment and support of young carers is a statutory function for the Council and could either be commissioned or provided in-house.• Domestic Abuse – victim and perpetrator programmes including individual work and group work for children, women victims and male perpetrators. It is advantageous to commission these services to ensure a level of independence which supports the LA decision making and court processes. This strand of work will be re-commissioned from the third sector.• Family Support – broad services including individual and group work, parenting support, keep safe work and behaviour management. Whilst this stand of service is valuable, some of the key elements for the families in greatest need can be provided by the Social Work Teams within Children's Services. It is proposed that this element of the service will cease.
2	<p>Who are the service users affected by the proposal? <i>(Who will be affected by the delivery of this proposal? e.g. staff members, the public generally, or specific sections of the public i.e. youth groups, carers, road users, people using country parks, people on benefits etc. Are there any data gaps?)</i></p> <p>Users of the Family Support element of the service are children, young people, parents and carers who are receiving Care & Support from Children's Services. They will have been assessed as being 'in need' of services and all have allocated workers within Children's Services.</p> <p>Some of the children and young people will be subject to safeguarding procedures and their names will be included on the Child Protection Register (CPR). Some children and young people will be on 'the edge of care' and potentially at risk of becoming Looked After.</p> <p>All service users will be considered to be vulnerable in order to satisfy the need for Care & Support.</p>

As at 30th September 2018, there were 91 children and young people receiving varying levels and types of support under the 'family support' strand of the service. These individuals will be at various stages of involvement ie some will be at the start, some at the middle and some will be ending their interventions.

The majority of staff employed through the service undertake generic roles ie they are able to undertake several functions across all four strands of the service. Once a decision is finalised, work will be undertaken with Barnardo's to identify the actual number for staff affected and the HR/TUPE arrangements that will apply.

IMPACT ON THE PUBLIC AND STAFF

3 Does the proposal ensure that everyone has an equal access to all the services available or proposed, or benefits equally from the proposed changes, or does not lose out in greater or more severe ways due to the proposals?

(What has been done to examine whether or not these groups have equal access to the service, or whether they need to receive the service in a different way from other people?)

Social Services actively promotes anti-discriminatory and anti-oppressive practice and no one is treated differently in relation to the protected characteristics.

The service is targeted at those service users in greatest need. It is not an open access universal service. Only service users who have been assessed as being in need of Care & Support are able to be referred to the service.

Once the criteria for referral is met, all service users have equal access to the service and none of the protected characteristics apply.

4 **Is your proposal going to affect any people or groups of people with protected characteristics?**
(Has the service delivery been examined to assess if there is any indirect effect on any groups? Could the consequences of the policy or savings proposal differ dependent upon people's protected characteristics?)

Protected Characteristic	Positive, Negative, Neutral	Relevance of the Policy or Practice
Age	Neutral	
Disability	Neutral	
Gender Reassignment	Neutral	
Marriage & Civil Partnership	Neutral	
Pregnancy and Maternity	Neutral	
Race	Neutral	
Religion & Belief	Neutral	
Sex	Neutral	
Sexual Orientation	Neutral	

5 **In line with the requirements of the Welsh Language Standards. (No.1) Regulations 2015, please note below what effects, if any (whether positive or adverse), the proposal would have on opportunities for persons to use the Welsh language, and treating the Welsh language no less favourably than the English language.**
(The specific Policy Making Standards requirements are Standard numbers 88, 89, 90, 91, 92 and 93. The full detail of each Standard is available on the Corporate Policy Unit Portal. Although it is important that what is outlined in the proposal is available in Welsh and English, please consider wider impacts on Welsh speakers.)

No effects

INFORMATION COLLECTION

6	<p>Please outline any evidence and / or research you have collected which supports the proposal? This can include an analysis of service users. <i>(Is this service effectively engaging with all its potential users or is there higher or lower participation of uptake by one or more protected characteristic groups? If so, what has been done to address any difference in take up of the service? Does any savings proposal include an analysis of those affected?)</i></p> <p>As detailed above, there were 91 children and young people in receipt of some level of service at the end of September 2018. As stated these children and young people will be at varying stages of intervention. This level of usage has been fairly consistent over the length of the contract with both higher and lower fluctuations at certain times but the average has been consistent.</p>
----------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

CONSULTATION

7	<p>Please outline the consultation / engagement process and outline any key findings. <i>(Include method of consultation, objectives and target audience. What steps have been taken to ensure that people from various groups have been consulted during the development of this proposal? Have you referred to the Equalities Consultation and Monitoring Guidance?)</i></p> <p>We have met with the Regional Senior Managers within Barnardo's to advise them of the service review and the likely outcome. The contract requires a six month notice period so this time will be fully utilised to engage with all key stakeholders.</p> <p>However, given the nature of the service, the circumstances of the service users and the sensitivities for the staff employed through the contract, formal consultation is unable to be undertaken until the final decision is made. To commence consultation ahead of the decision will raise anxieties for both service users and staff teams and could be detrimental and disruptive to service delivery.</p> <p>It is important to note that only one element of the current service will end. The other strands will continue to be delivered either through recommissioning or through in-house provision.</p>
----------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

MONITORING AND REVIEW

8	<p>How will the proposal be monitored? <i>(What monitoring process has been set up to assess the extent that the service is being used by all sections of the community, or that the savings proposals are achieving the intended outcomes with no adverse impact? Are comments or complaints systems set up to record issues by Equalities category to be able analyse responses from particular groups?)</i></p> <p>Once the decision is confirmed the proposal will be managed through:</p>
----------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

	<ul style="list-style-type: none"> • Communication with staff members and service users affected; • Cease any new referrals for the service from the Children's Services Teams; • Plan for exit or transition with all existing service users to minimise any disruption and, • These exit/transition plans will be reviewed at regular intervals until the individual plan is implemented and achieved for each service user
<p>9</p>	<p>How will the monitoring be evaluated? <i>(What methods will be used to ensure that the needs of all sections of the community are being met?)</i></p> <p>Allocated case responsible Social Workers will undertake reviews and re-assessments as necessary.</p> <p>Barnardo's staff will monitor individual service users and contribute to the reviews and re-assessments as appropriate.</p>
<p>10</p>	<p>Have any support / guidance / training requirements been identified? <i>(Has the EIA or consultation process shown a need for awareness raising amongst staff, or identified the need for Equalities or Welsh Language training of some sort?)</i></p> <p>No</p>
<p>11</p>	<p>If any adverse impact has been identified, please outline any mitigation action.</p> <p>Not applicable</p>
<p>12</p>	<p>What wider use will you make of this Equality Impact Assessment? <i>(What use will you make of this document i.e. as a consultation response, appendix to approval reports, publicity etc. in addition to the mandatory action shown below?)</i></p> <p>Will be read in conjunction with reports presented to Cabinet, Scrutiny Committee and ultimately full Council.</p>

13	If any adverse impact has been identified, please outline any mitigation actions. Not applicable
-----------	----------------------------------------------------------------------------------------------------------------

14	<p>An equality impact assessment may have four possible outcomes, through more than one may apply to a single proposal. Please indicate the relevant outcome(s) of the impact assessment below.</p> <p style="text-align: right;">Please tick as appropriate:</p> <p>No major change – the impact assessment demonstrated that the proposal was robust; there was no potential for discrimination or adverse impact. All opportunities to promote equality have been taken. <input checked="" type="checkbox"/></p> <p>Adjust the proposal – the impact assessment identified potential problems or missed opportunities. The proposal was adjusted to remove barriers or better promote equality. <input type="checkbox"/></p> <p>Continue the proposal – the impact assessment identified the potential problems or missed opportunities to promote equality. The justification(s) for continuing with it have been clearly set out. (The justification must be included in the impact assessment and must be in line with the duty to have due regard. Compelling reasons will be needed for the most important relevant proposals.) <input type="checkbox"/></p> <p>Stop and remove the proposal – the impact assessment identified actual or potential unlawful discrimination. The proposal was stopped and removed, or changed. <input type="checkbox"/></p>
-----------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Completed by:	Gareth Jenkins
Date:	9 th November 2018
Position:	Assistant Director
Name of Head of Service:	As above