

Equality Analysis Form

The following questions will document the effect of your service or proposed policy, procedure, working practice, strategy or decision (hereafter referred to as 'policy') on equality, and demonstrate that you have paid due regard to the Public Sector Equality Duty.

1. RESPONSIBILITY

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| Department | Children, Young People and Culture (CYPC) | |
| Service | Children with Disabilities Short Breaks Service | |
| Proposed policy | Short Breaks Services Tender and New Delivery Model | |
| Date | 05/06/15 | |
| Officer responsible for the 'policy' and for completing the equality analysis | Name | Ruth Wheatley |
| | Post Title | Strategic Lead for Strategy and Commissioning |
| | Contact Number | X5610 |
| | Signature | |
| | Date | 05/06/15 |
| Equality officer consulted | Name | Liz Trayford |
| | Post Title | Planning and Research Officer |
| | Contact Number | X5658 |
| | Signature | E Trayford |
| | Date | 05/06/15 |

2. AIMS

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| What is the purpose of the policy/service and what is it intended to achieve? | <p>The proposal is to tender the short breaks services for children and young people with disabilities, to improve outcomes for those children and their families who use the services, and to ensure that our resources are targeted and provide benefit where they are needed most.</p> <p>The Children with Disabilities service is delivered in order to support all families and children with disabilities to have the support they need to live ordinary family lives as a matter of course.</p> |
| Who are the main stakeholders? | <p>Children and young people with disabilities and their families living in the borough.</p> <p>Service providers(third sector and private organisations)</p> <p>Parent Forum</p> <p>Council members and internal services across CYPC</p> <p>Health partners</p> |

3. ESTABLISHING RELEVANCE TO EQUALITY

3a. Using the drop down lists below, please advise whether the policy/service has either a positive or negative effect on any groups of people with protected equality characteristics. If you answer yes to any question, please also explain why and how that group of people will be affected.

| Protected equality characteristic | Positive effect (Yes/No) | Negative effect (Yes/No) | Explanation |
|-----------------------------------|--------------------------|--------------------------|---|
| Race | No | No | This EA is currently in draft and the analysis of further impacts cannot be completed at this time. Once decisions as to the specifics of the new services are made, later in the tender process, a final analysis of the impacts will be completed, this will include the effect on quality, choice and extended opportunities for children and young people the new design will bring. |
| Disability | Yes | Yes | <p>Improve Quality, Increased Choice and Extended Opportunities</p> <p>The purpose of the proposed changes to the existing short breaks services is to improve the provision so that it better meets the needs of families living in the borough.</p> <p>The specification incorporates new specialist services which will be higher quality, person-centred and will widen the choice and offer extended opportunities to children and young people when accessing short breaks with appropriate support which meets their specific needs.</p> <p>It is intended that services will be targeted and more focused to meet the needs which we have identified through an analysis of the children with disabilities cohort.</p> <p>It is also intended that the best value for money is achieved from services in the context of decreasing Council budgets.</p> <p>With the reconfiguration of existing services comes the potential for removal of or significant changes which may impact those families that</p> |

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| | | <p>currently use the service. This is a consideration that has been taken into account when proposing these changes, and will continue throughout the tender process. A more detailed assessment of impacts will be carried out once the specific changes to services are known. Below are listed the proposed changes which may have an impact on equality, and will be considered in further detail during the tender:</p> <p>All referrals will be via the Disability Resource Management Panel, this will ensure the assessed needs are met, services are proportionate to need and the best use is made of resources. Families who currently use only self referral community projects will need to make contact with the Children's Disability Service for a single assessment and funding to be agreed to access services.</p> <p>To respond to the identified need of children and young people with ASD/ADHD who have challenging behaviour as a result of their disability a specialist service will be part of the new design to offer support to young people and their families. Staff will be specifically trained to meet their needs, a core group of staff will ensure a consistency of approach and improve the outcomes for these young people and their families.</p> <p>A new outreach service will enable young people to access their community, leisure programmes, community sessions, friendship groups and other interests with support.</p> <p>Services will have a wider geographical coverage to meet needs across the borough and reach the priority groups.</p> <p>To decommission the Red Centre as a base for service delivery and to utilise assets throughout the borough which</p> |
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| | | | <p>are modern, fully equipped and in communities.</p> <p>Transport to short breaks after school will cease unless it is identified as a specific need in a child or young persons assessment. If providers want to offer this service as part of their provision they will be required to negotiate directly with families.</p> |
| Gender | No | No | This EA is currently in draft and the analysis of further impacts cannot be completed at this time. Once decisions as to the specifics of the new services are made, later in the tender process, a final analysis of the impacts will be completed, this will include the effect on quality, choice and extended opportunities for children and young people the new design will bring. |
| Gender reassignment | No | No | This EA is currently in draft and the analysis of further impacts cannot be completed at this time. Once decisions as to the specifics of the new services are made, later in the tender process, a final analysis of the impacts will be completed, this will include the effect on quality, choice and extended opportunities for children and young people the new design will bring. |
| Age | No | No | This EA is currently in draft and the analysis of further impacts cannot be completed at this time. Once decisions as to the specifics of the new services are made, later in the tender process, a final analysis of the impacts will be completed, this will include the effect on quality, choice and extended opportunities for children and young people the new design will bring. |
| Sexual orientation | No | No | This EA is currently in draft and the analysis of further impacts cannot be completed at this time. Once decisions as to the specifics of the new services are made, later in the tender process, a final analysis of the impacts will be completed, this will include the effect on quality, choice and extended opportunities for children and young people the new design will bring. |
| Religion or belief | No | No | This EA is currently in draft and the |

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| | | | analysis of further impacts cannot be completed at this time. Once decisions as to the specifics of the new services are made, later in the tender process, a final analysis of the impacts will be completed, this will include the effect on quality, choice and extended opportunities for children and young people the new design will bring. |
| Caring responsibilities | Yes | No | This EA is currently in draft and the analysis of further impacts cannot be completed at this time. Once decisions as to the specifics of the new services are made, later in the tender process, a final analysis of the impacts will be completed, this will include the effect on quality, choice and extended opportunities for children and young people the new design will bring. |
| Pregnancy or maternity | No | No | This EA is currently in draft and the analysis of further impacts cannot be completed at this time. Once decisions as to the specifics of the new services are made, later in the tender process, a final analysis of the impacts will be completed, this will include the effect on quality, choice and extended opportunities for children and young people the new design will bring. |
| Marriage or civil partnership | No | No | This EA is currently in draft and the analysis of further impacts cannot be completed at this time. Once decisions as to the specifics of the new services are made, later in the tender process, a final analysis of the impacts will be completed, this will include the effect on quality, choice and extended opportunities for children and young people the new design will bring. |

3b. Using the drop down lists below, please advise whether or not our policy/service has relevance to the Public Sector Equality Duty. If you answer yes to any question, please explain why.

| General Public Sector Equality Duties | Relevance (Yes/No) | Reason for the relevance |
|---|---------------------------|--|
| Need to eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010 | No | |
| Need to advance equality of opportunity between people who share a protected characteristic and those who do not (eg. by removing or minimising disadvantages or meeting needs) | Yes | The short breaks services provide inclusive, person-centred support in the community to offer children and young people with disabilities social, learning and leisure opportunities that are available to their non disabled peers. |
| Need to foster good relations between people who share a protected characteristic and those who do not (eg. by tackling prejudice or promoting understanding) | No | |

If you answered 'YES' to any of the questions in 3a and 3b

Go straight to Question 4

If you answered 'NO' to all of the questions in 3a and 3b

Go to Question 3c and do not answer questions 4-6


3c. If you have answered 'No' to all the questions in 3a and 3b please explain why you feel that your policy/service has no relevance to equality.

4. EQUALITY INFORMATION AND ENGAGEMENT

4a. For a service plan, please list what equality information you currently have available, **OR** for a new/changed policy or practice please list what equality information you considered and engagement you have carried out in relation to it.

Please provide a link if the information is published on the web and advise when it was last updated?

(NB. Equality information can be both qualitative and quantitative. It includes knowledge of service users, satisfaction rates, compliments and complaints, the results of surveys or other engagement activities and should be broken down by equality characteristics where relevant.)

| Details of the equality information or engagement | Internet link if published | Date last updated |
|--|--|---------------------------|
| Market Position Statement for Children with Disabilities |  Market Position Statement for Childre | Sept 2014 |
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4b. Are there any information gaps, and if so how do you plan to tackle them?

[A communication strategy is currently in draft, to keep families informed of the Cabinet decisions and the tender process as it develops.](#)

5. CONCLUSIONS OF THE EQUALITY ANALYSIS

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| <p>What will the likely overall effect of your policy/service plan be on equality?</p> | <p>The proposed changes will benefit children and young people with disabilities by providing more person-centred, inclusive services of good quality which meet their specific needs, offer improved support, choice and extended opportunities to them and their families. As a result of the proposals there may be some changes that impact on how and where/when the services are delivered. These impacts will be considered throughout the tender process, and mitigating action taken where possible.</p> |
| <p>If you identified any negative effects (see questions 3a) or discrimination what measures have you put in place to remove or mitigate them?</p> | <p>This is a draft equality analysis which will be reviewed again once further details of the specific changes to be implemented are known.</p> |
| <p>Have you identified any further ways that you can advance equality of opportunity and/or foster good relations? If so, please give details.</p> | <p>The service as a whole will benefit children and young people with disabilities and their families. By meeting the specific needs of the cohort, improving the choice and ensuring extended opportunities for children and young people a higher quality service will be delivered.</p> |
| <p>What steps do you intend to take now in respect of the implementation of your policy/service plan?</p> | <p>Report to Cabinet on 8th July 2015. Following decisions regarding progressing with the tender process, this Equality analysis will be revised.</p> |

6. MONITORING AND REVIEW

If you intend to proceed with your policy/service plan, please detail what monitoring arrangements (if appropriate) you will put in place to monitor the ongoing effects. Please also state when the policy/service plan will be reviewed.

As outlined above, this draft Equality Analysis will be reviewed as part of the ongoing tender process.

COPIES OF THIS EQUALITY ANALYSIS FORM SHOULD BE ATTACHED TO ANY REPORTS/SERVICE PLANS AND ALSO SENT TO THE EQUALITY INBOX (equality@bury.gov.uk) FOR PUBLICATION.