

EQUALITY IMPACT ASSESSMENT

The Equality Act 2010 requires all public bodies, including local authorities, to show “due regard” to the impact their policies and procedures have on people from different groups. This includes gender, race, religion, age, disability, sexual orientation and gender identity. We also have a responsibility to foster good community relations. Although they are not a legal requirement, conducting a basic assessment will allow you to look at the possible implications of a policy or procedure, and take any mitigating action if appropriate.

Remember:

- Equality Impact Assessments (EIAs) should be carried out on **relevant** policies and procedures. Not all policies or procedures will require them. If you are unsure if one is required, please contact the Equality and Diversity Manager on 01753 875069 for advice.
- Assess any potential impacts, positive and negative, in a proportionate way and with relevance
- Make decisions that are justified, evidenced, relevant and identify any mitigating proposals
- Prioritise expenditure in an efficient and fair way
- Have a record showing that the potential impacts have been considered and that decisions are based on evidence

It is important the EIA is carried out at the earliest opportunity to ensure that you have the time to undertake any additional work that will inform your decisions, for example community engagement.

All relevant committee reports should include an equalities impact assessment. This will ensure that equalities considerations are available for members to consider as part of the formal decision-making process. If your EIA is part of a Cabinet Report, please forward it to Democratic Services, along with your other committee paperwork. It is usual to publish the EIA with the other public papers in advance of a committee meeting. Please also remember to complete the EIA section of the report checklist and the EIA summary section on the report itself.

If you have any questions or concerns, please contact the Equality and Diversity Manager on 01753 875069.

Equality Impact Assessment

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| Directorate: Children Learning and Skills | |
| Service: Early years and Prevention | |
| Name of Officer/s completing assessment: Michael Jarrett | |
| Date of Assessment: 3rd June 2019 | |
| Name of service/function or policy being assessed: Children's Centres | |
| 1. | <p>What are the aims, objectives, outcomes, purpose of the policy, service change, function that you are assessing?</p> <ol style="list-style-type: none"> 1) Maintain the standard of buildings with regular checking of facilities. 2) Ensure the relationship with Heathrow is developed to support Children's Centres in the surrounding area. 3) Investigate the cost of extending the offer to children and families across higher phases in Slough. 4) Build on the excellent relationships with delivery partners to extend and consolidate the offer. 5) Explore further the opportunities for other agencies to operate out of children's centres (e.g. libraries) to deliver satellite services. 6) Establish more formal opportunities for children's centres to generate additional income by letting out parts of the building in a manner which does not impact on service delivery or compromise safeguarding arrangement |
| 2. | <p>Who implements or delivers the policy, service or function? State if this is undertaken by more than one team, service, and department including any external partners.</p> <ol style="list-style-type: none"> 1) Early years Service 2) Facilities Management 3) Public Health 4) JCP 5) Library service |

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| | <p>6) Life Long learning 7) WEA 8) East Berkshire college 9) Slough Children's Services trust 10) Berkshire Healthcare and foundation trust</p> |
| 3. | <p>Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc. Please consider all of the Protected Characteristics listed (more information is available in the background information). Bear in mind that people affected by the proposals may well have more than one protected characteristic. The proposal is one of growth so therefore it will increase opportunities as it will be increase the services offered for families from 0-8 to 0-19</p> |
| 4. | <p>What are any likely positive impacts for the group/s identified in (3) above? You may wish to refer to the Equalities Duties detailed in the background information. There will be an increase in opportunities adapting to an all through age group 0-19 widening services offered to families and Children from the current offer of 0-8years.</p> |
| 5. | <p>What are the likely negative impacts for the group/s identified in (3) above? If so then are any particular groups affected more than others and why? As above</p> |
| 6. | <p>Have the impacts indentified in (4) and (5) above been assessed using up to date and reliable evidence and data? Please state evidence sources and conclusions drawn (e.g. survey results, customer complaints, monitoring data etc). Using current attendance and occupancy data, service user feedback and demand/ requirements of residents have informed discussions to extend the offer.</p> |
| 7. | <p>Have you engaged or consulted with any identified groups or individuals if necessary and what were the results, e.g. have the staff forums/unions/ community groups been involved? This is tabled for later discussion in the Autumn term when looking at the whole service structure.</p> |

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| 8. | <p>Have you considered the impact the policy might have on local community relations? <i>This will strengthen relationships with communities, increasing the offer available to them and their families.</i></p> |
| 9. | <p>What plans do you have in place, or are developing, that will mitigate any likely identified negative impacts? For example what plans, if any, will be put in place to reduce the impact? <i>Positive impact as it increases the growth of the service, incorporating collaborative working with partners.</i></p> |
| 10. | <p>What plans do you have in place to monitor the impact of the proposals once they have been implemented? (The full impact of the decision may only be known after the proposals have been implemented). Please see action plan below. <i>Time, then the changes will be monitored followed by an annual review.</i></p> |

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| What course of action does this EIA suggest you take? More than one of the following may apply | ✓ |
| Outcome 1: No major change required. The EIA has not identified any potential for discrimination or adverse impact and all opportunities to promote equality have been taken | ✓ |
| Outcome 2: Adjust the policy to remove barriers identified by the EIA or better promote equality. Are you satisfied that the proposed adjustments will remove the barriers identified? (Complete action plan). | |
| Outcome 3: Continue the policy despite potential for adverse impact or missed opportunities to promote equality identified. You will need to ensure that the EIA clearly sets out the justifications for continuing with it. You should consider whether there are sufficient plans to reduce the negative impact and/or plans to monitor the actual impact (see questions below). (Complete action plan). | |
| Outcome 4: Stop and rethink the policy when the EIA shows actual or potential unlawful discrimination. (Complete action plan). | |

Action Plan and Timetable for Implementation

At this stage a timetabled Action Plan should be developed to address any concerns/issues related to equality in the existing or proposed policy/service or function. This plan will need to be integrated into the appropriate Service/Business Plan.

| Action | Target Groups | Lead Responsibility | Outcomes/Success Criteria | Monitoring & Evaluation | Target Date | Progress to Date |
|--------------------------------|---|---------------------|---------------------------|---------------------------------------|-------------|------------------|
| Identified as service priority | All families with a child or young person under the age of 19, or child or young person with SEND up to | Michael Jarrett | Outcome 1: | Data and impact evidence – Group work | Autumn 2020 | |

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Name:
Signed:(Person completing the EIA)

Name:
Signed:(Policy Lead if not same as above)

Date:

Equality Impact Assessment Test of Relevance

This form should be completed prior to a report being submitted to Cabinet. It is designed to help you assess the implications of your policy, and to help you identify and mitigate against any serious negative impact. Just because a decision has a negative impact on some groups does NOT mean that you cannot recommend it to Cabinet. However, you may need to complete a full assessment which should be provided to Members as part of the decision-making process.

| TRIGGER QUESTIONS | YES / NO | IF YES PLEASE BRIEFLY EXPLAIN..... |
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| <p>Does the change reduce resources available to address known inequalities?</p> | <p>No</p> | <ul style="list-style-type: none"> • What outcome did the previous intervention seek to achieve? • What evidence do you have about how effective the previous intervention was? • Can the reduction in resources be justified? |
| <p>CHANGES TO A SERVICE</p> | | |
| <p>Does the change alter access to the service?</p> | <p>Yes</p> | <ul style="list-style-type: none"> • Is there evidence that access will be more difficult or costly for some people? (think specifically about equality groups: race, gender, disability, age, religion, sexual orientation) <p>There is no evidence to suggest that this change will incur additional cost, it is likely to reduce costs to the residents as the services provided in the children's centre will be extend to 0-19 years of age rather than 0-8. It should also reduce travel costs in the future for accessing council services. The increase in library services from Children's Centres support the older generation to be</p> |

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| | | able to access services in their community rather than having to go to the high street. |
| Does the change involve revenue raising? | Yes | <ul style="list-style-type: none"> • What evidence do we have about who will pay? - Current practice has involved letting of meeting rooms to external services/ companies during core operating hours and outside. This has now been formalized as to the charge rate and those services that will be charged room hire from September 2019, is in line with current charges already in place by facilities management. • What impact will this have on the income available for these people? - Fee structures for childcare have been in place since 2004. The structure is being reviewed to look at a fee banding in line with earnings, to ensure equality to support those earning less to access services and childcare to give opportunities to return to work or stay working. |
| Does the change alter who is eligible for the service? | No | <ul style="list-style-type: none"> • What evidence do we have about who will no longer be eligible for the service? • Is this likely to lead to poorer outcomes for those who cannot access the service? |
| Does the change involve a | No | <ul style="list-style-type: none"> • What evidence do we have on who has benefits from these transfers? |

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| reduction or removal of income transfers to service users? | | <ul style="list-style-type: none"> • What is the likely impact of the removal of the income to current beneficiaries? |
| Does the change involve a contracting out of a service currently provided in house? | No | <ul style="list-style-type: none"> • Is there a need to include promotion of equality in the new contract arrangements? • |
| CHANGES TO STAFFING | | |
| Does the change involve a reduction in staff? | No | <ul style="list-style-type: none"> • What evidence do we have about the composition of the current workforce? • Are there some groups who are likely to be disproportionately affected by the proposed reduction? |
| Does the change involve a redesign of the roles of staff? | Yes | <ul style="list-style-type: none"> • What evidence is there that this could have an impact on equal pay? • Does the change reduce the ability of staff to work flexibly? <p>A whole service review will see staff working collaboratively with YOT, Early help external partners and the voluntary sector. It will increase the requirement for staff to work flexibly to deliver the services required by a range of delivery models.</p> |