

Appendix E - Equality Impact Analysis to enable informed decisions

The purpose of this document is to:-

- I. help decision makers fulfil their duties under the Equality Act 2010 and
- II. for you to evidence the positive and adverse impacts of the proposed change on people with protected characteristics and ways to mitigate or eliminate any adverse impacts.

Using this form

This form must be updated and reviewed as your evidence on a proposal for a project/service change/policy/commissioning of a service or decommissioning of a service evolves taking into account any consultation feedback, significant changes to the proposals and data to support impacts of proposed changes. The key findings of the most up to date version of the Equality Impact Analysis must be explained in the report to the decision maker and the Equality Impact Analysis must be attached to the decision making report.

****Please make sure you read the information below so that you understand what is required under the Equality Act 2010****

Equality Act 2010

The Equality Act 2010 applies to both our workforce and our customers. Under the Equality Act 2010, decision makers are under a personal duty, to have due (that is proportionate) regard to the need to protect and promote the interests of persons with protected characteristics.

Protected characteristics

The protected characteristics under the Act are: age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation.

Section 149 of the Equality Act 2010

Section 149 requires a public authority to have due regard to the need to:

- Eliminate discrimination, harassment, victimisation, and any other conduct that is prohibited by/or under the Act
- Advance equality of opportunity between persons who share relevant protected characteristics and persons who do not share those characteristics
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

The purpose of Section 149 is to get decision makers to consider the impact their decisions may or will have on those with protected characteristics and by evidencing the impacts on people with protected characteristics decision makers should be able to demonstrate 'due regard'.

Decision makers duty under the Act

Having had careful regard to the Equality Impact Analysis, and also the consultation responses, decision makers are under a personal duty to have due regard to the need to protect and promote the interests of persons with protected characteristics (see above) and to:-

- (i) consider and analyse how the decision is likely to affect those with protected characteristics, in practical terms,
- (ii) remove any unlawful discrimination, harassment, victimisation and other prohibited conduct,
- (iii) consider whether practical steps should be taken to mitigate or avoid any adverse consequences that the decision is likely to have, for persons with protected characteristics and, indeed, to consider whether the decision should not be taken at all, in the interests of persons with protected characteristics,
- (iv) consider whether steps should be taken to advance equality, foster good relations and generally promote the interests of persons with protected characteristics, either by varying the recommended decision or by taking some other decision.

Conducting an Impact Analysis

The Equality Impact Analysis is a process to identify the impact or likely impact a project, proposed service change, commissioning, decommissioning or policy will have on people with protected characteristics listed above. It should be considered at the beginning of the decision making process.

The Lead Officer responsibility

This is the person writing the report for the decision maker. It is the responsibility of the Lead Officer to make sure that the Equality Impact Analysis is robust and proportionate to the decision being taken.

Summary of findings

You must provide a clear and concise summary of the key findings of this Equality Impact Analysis in the decision making report and attach this Equality Impact Analysis to the report.

Impact – definition

An impact is an intentional or unintentional lasting consequence or significant change to people's lives brought about by an action or series of actions.

How much detail to include?

The Equality Impact Analysis should be proportionate to the impact of proposed change. In deciding this asking simple questions “Who might be affected by this decision?” “Which protected characteristics might be affected?” and “How might they be affected?” will help you consider the extent to which you already have evidence, information and data, and where there are gaps that you will need to explore. Ensure the source and date of any existing data is referenced.

You must consider both obvious and any less obvious impacts. Engaging with people with the protected characteristics will help you to identify less obvious impacts as these groups share their perspectives with you.

A given proposal may have a positive impact on one or more protected characteristics and have an adverse impact on others. You must capture these differences in this form to help decision makers to arrive at a view as to where the balance of advantage or disadvantage lies. If an adverse impact is unavoidable then it must be clearly justified and recorded as such, with an explanation as to why no steps can be taken to avoid the impact. Consequences must be included.

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Proposals for more than one option If more than one option is being proposed you must ensure that the Equality Impact Analysis covers all options. Depending on the circumstances, it may be more appropriate to complete an Equality Impact Analysis for each option.

The information you provide in this form must be sufficient to allow the decision maker to fulfil their role as above. You must include the latest version of the Equality Impact Analysis with the report to the decision maker. Please be aware that the information in this form must be able to stand up to legal challenge.

Background Information

Title of the policy / project / service being considered	Children and Young People Commissioning Strategies	Person / people completing analysis	Catherine Southcott
Service Area	Children's Services Strategic Commissioning Team	Lead Officer	Andrew McLean
Who is the decision maker?	Children's Services DMT	How was the Equality Impact Analysis undertaken?	v1.0 Initial version of EIA conducted as an internal review team workshop exercise
Date of meeting when decision will be made	08/09/2017	Version control	v1.1
Is this proposed change to an existing policy/service/project or is it new?	New	LCC directly delivered, commissioned, re-commissioned or de-commissioned?	Directly delivered
Describe the proposed change	<p>Legislation supporting Local Authorities and their Partners in delivering Children's Services currently sits within the Children Act 2004. This act requires Local Authorities to have in place local cooperative arrangements which facilitate agencies working together, with a focus on improving the lives of Children and Young People. The Children and Young People's Plan has long been established as a key mechanism to deliver this responsibility. Traditionally, the Plan includes content on the Lincolnshire population, high level statistics on attendance and achievements in Education, a brief overview on services available through Children's Centres, an overview of Social Care and Looked After Children, statistics and performance data and how services met the four identified outcomes of Healthy and Safe, Ready for School, Learn and Achieve and Ready for Adult Life. In Lincolnshire, there has been a Children and Young People's Plan embedded since 2010. The current iteration of this plan will shortly become outdated.</p> <p>We are reviewing the Children and Young People's Plan (2013-2016) with a view to implementing a revised approach through the development of four commissioning strategies for 2017-2020. The revised approach provides the opportunity for a unique platform to best communicate Children's Services strategic commissioning intentions; including elements such as; showcasing good practice, reflecting emerging strategic priorities, discussing market changes and other areas as deemed relevant through project scoping.</p>		

Desktop research has shown that many other areas have developed a Children and Young People's Commissioning Strategy. One of the fundamental changes to the Council is the transition to a Commissioning Authority. Integrated commissioning is a key part of the Change for Children agenda, through which the lives of children, families and young people can be improved. Commissioning was an important part of the November 2006 Local Government White Paper. There remains continued emphasis on commissioning as a core function of the local government, working with a range of different organisations, including public sector, voluntary and community organisations and the private sector in order to obtain better services for the public.

Creating Children and Young Peoples Commissioning Strategies for Lincolnshire will create a strategic platform to;

- Continue to be a creative and innovative organisation that puts children at the heart of our planning
- Supports solution focused ethos
- Enables Lincolnshire to have a consistent message and approach throughout all of our services and quadrants
- Identifies how the transition to a commissioning authority has been embedded into daily practice
- Critically assess what we commission now and what we want to commission in the future
- Utilise Signs of Safety ethos to benchmark Lincolnshire against our statutory neighbours to identify, what is working well, what are we worried about and what will we do next

Given the breadth of services within each of the four commissioning priorities for Children's Services, creating four separate strategies is a proportionate response to provide sufficient detail and content for each of the areas. Each strand includes narrative on;

- Performance information, including where possible;
 - comparative information from statutory neighbours, national and regional benchmarks
 - data across a 3 – 5 year period
 - data which shows good practice
 - data which highlights areas for improvement
 - data which shows performance of vulnerable groups, such as the Free School Meals cohort, Looked After Children and Care Leavers
- Finance information
- Stakeholder Engagement mechanisms
- Marketplace sufficiency, local availability and workforce sustainability
- Local and national policy/legislation
- Direction of travel over the next three years
- Action Plan – outlining what's working well, what isn't working well and what we are going to do about that

The Project Scope was taken to DMT on 5th July 16 to seek assurance and received agreement from the DMT Board. |

Evidencing the impacts

In this section you will explain the difference that proposed changes are likely to make on people with protected characteristics. To help you do this first consider the impacts the proposed changes may have on people without protected characteristics before then considering the impacts the proposed changes may have on people with protected characteristics.

You must evidence here who will benefit and how they will benefit. If there are no benefits that you can identify please state 'No perceived benefit' under the relevant protected characteristic. You can add sub categories under the protected characteristics to make clear the impacts. For example under Age you may have considered the impact on 0-5 year olds or people aged 65 and over, under Race you may have considered Eastern European migrants, under Sex you may have considered specific impacts on men.

Data to support impacts of proposed changes

When considering the equality impact of a decision it is important to know who the people are that will be affected by any change.

Population data and the Joint Strategic Needs Assessment

The Lincolnshire Research Observatory (LRO) holds a range of population data by the protected characteristics. This can help put a decision into context. Visit the LRO website and its population theme page by following this link: <http://www.research-lincs.org.uk> If you cannot find what you are looking for, or need more information, please contact the LRO team. You will also find information about the Joint Strategic Needs Assessment on the LRO website.

Workforce profiles

You can obtain information by many of the protected characteristics for the Council's workforce and comparisons with the labour market on the [Council's website](#). As of 1st April 2015, managers can obtain workforce profile data by the protected characteristics for their specific areas using Agresso.

Positive impacts

The proposed change may have the following positive impacts on persons with protected characteristics – If no positive impact, please state 'no positive impact'.

Age	The outcome of the plan could help shape services to improve outcomes for children & young people aged 0-19 and 0-25 for SEN&D by identifying the needs of C&YP, being aware of what is working well, understanding gaps in current provision and contributing towards resolutions to redress those gaps.
Disability	The outcome of the plan could help shape services to improve outcomes for children & young people with disabilities by identifying the needs of C&YP with a disability, being aware of what is working well, understanding gaps in current provision and contributing towards resolutions to redress those gaps.
Gender reassignment	No potential positive impacts currently identified.
Marriage and civil partnership	No potential positive impacts currently identified.
Pregnancy and maternity	Age (0-19, 0-25 for SEND) could help shape services to improve outcomes for C&YP through identifying the needs of C&YP who are pregnant, being aware of what is working well, understanding gaps in current provision and contributing towards resolutions to redress those gaps. The outcome of the plan could help shape services, for example, the Health Visiting Service, perinatal work and the commissioning of midwifery (via CCG's) as the findings of the plan should go on to form part of overall Commissioning Strategy..
Race	No potential positive impacts currently identified.
Religion or belief	No potential positive impacts currently identified.

Sex	No potential positive impacts currently identified.
Sexual orientation	No potential positive impacts currently identified.

If you have identified positive impacts for other groups not specifically covered by the protected characteristics in the Equality Act 2010 you can include them here if it will help the decision maker to make an informed decision.

The outcome of the plan could help shape services to improve outcomes for children & young people who are Looked After Children of the Council or who are identified as Care Leavers by identifying the needs of these young people, being aware of what is working well, understanding gaps in current provision and contributing towards resolutions to redress those gaps.

Adverse/negative impacts

You must evidence how people with protected characteristics will be adversely impacted and any proposed mitigation to reduce or eliminate adverse impacts. An adverse impact causes disadvantage or exclusion. If such an impact is identified please state how, as far as possible, it is justified; eliminated; minimised or counter balanced by other measures.

If there are no adverse impacts that you can identify please state 'No perceived adverse impact' under the relevant protected characteristic.

Negative impacts of the proposed change and practical steps to mitigate or avoid any adverse consequences on people with protected characteristics are detailed below. If you have not identified any mitigating action to reduce an adverse impact please state 'No mitigating action identified'.

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Age	No potential perceived adverse impacts currently identified
Disability	No potential perceived adverse impacts currently identified.
Gender reassignment	No potential perceived adverse impacts currently identified.
Marriage and civil partnership	No potential perceived adverse impacts currently identified.
Pregnancy and maternity	No potential perceived adverse impacts currently identified.

Race	No potential perceived adverse impacts currently identified.
Religion or belief	No potential perceived adverse impacts currently identified.
Sex	No potential perceived adverse impacts currently identified.
Sexual orientation	No potential perceived adverse impacts currently identified.

If you have identified negative impacts for other groups not specifically covered by the protected characteristics under the Equality Act 2010 you can include them here if it will help the decision maker to make an informed decision.

The outcome of the review may indicate that some services offer minimal value in terms of improving outcomes or, services which offer poor value for money, could be at risk of decommissioning. Ultimately, this may affect the services which some children, young people or families receive as well as jobs and employment.

Stakeholders

Stakeholders are people or groups who may be directly affected (primary stakeholders) and indirectly affected (secondary stakeholders)

You must evidence here who you involved in gathering your evidence about benefits, adverse impacts and practical steps to mitigate or avoid any adverse consequences. You must be confident that any engagement was meaningful. The Community engagement team can help you to do this and you can contact them at consultation@lincolnshire.gov.uk

State clearly what (if any) consultation or engagement activity took place by stating who you involved when compiling this EIA under the protected characteristics. Include organisations you invited and organisations who attended, the date(s) they were involved and method of involvement i.e. Equality Impact Analysis workshop/email/telephone conversation/meeting/consultation. State clearly the objectives of the EIA consultation and findings from the EIA consultation under each of the protected characteristics. If you have not covered any of the protected characteristics please state the reasons why they were not consulted/engaged.

Objective(s) of the EIA consultation/engagement activity

No specific consultation or engagement exercise was undertaken in the development of each strategy. Each strategy draws together a number of individual service areas, commissioned both in-house and through contracts with independent suppliers which in turn have their own mechanisms for engagement/consultation as appropriate. An overview of the outcomes of such engagement is considered within each strategy, however the views of certain internal stakeholders have been considered during the development of the strategies as follows:

Deep Dive Internal Meetings

- For each individual strand, deep dive meetings were held with a wide range of colleagues from across Children's Services including representatives from;
 - Children with Disabilities Team
 - Special Educational Needs Team
 - Regulated Services Team (fostering and adoption services)
 - Finance Team
 - Adults Services

- Public Health
- Lincolnshire Safeguarding Children's Board
- Senior Management Team
- Performance Teams

Questionnaires for Young People

An engagement activity with the People's Partnership who in turn invited their partners to take part in the process took place with children and young people across Lincolnshire from a variety of diverse backgrounds. Initially 11 organisations came forward offering to engage with the young people they work with, 7 of these organisations completed the process providing the consultation with 90 completed questionnaires.

The following organisations took part in the process:

Organisation	Group	Number of returned questionnaires
Blind Society	Guide Dog Group – Visually Impaired	4
Lincoln Centre for Grief & Loss	Individuals from Grief & Loss Counselling	12
Lincoln Toy Library	Early Years – Children aged 2-6 years	8
Every One	Young Carers	14
LCVYS – Escape Branston	Youth Club	12
LCVYS – Escape Washingborough	Youth Club	11
Princes Trust - LEAP	Talent Match	13
Princes Trust – Boston College	Traineeships	3
Lincolnshire Sports Partnership	School Sports Participants	12
Misc.	Individual	1

Due to the wide selection of organisations taking part in the process, responses were received from parents of children as young as 2 through to young adults, some of whom have struggled in their later teen years to access basic commodities such as housing – this subsequently gave a very varied response to the questions. Despite the large scope of responders there were some strong trends emerging in various aspects of the consultation.

Views of the Voluntary Sector Forum (VSF)

As part of the development of the strategies, the local Voluntary and Community Sector were invited to attend a stakeholder engagement event. The purpose of the event was to gather the views and feedback of the marketplace in relation to the local delivery of services for children and young people. The event was held in conjunction with the Provider of the Lincolnshire Voluntary and Community Sector Forum, a commissioned service dedicated to growing and improving the local children's services marketplace. The event was attended by 32 individuals across 17 organisations and held at a local not-for-profit function room that supports young homeless people. The views of the marketplace were sought on each of the four strategy areas.

Who was involved in the EIA consultation/engagement activity? Detail any findings identified by the protected characteristic

<p>Age</p>	<p>No specific consultation or engagement exercise was undertaken in the development of each strategy. Each strategy draws together a number of individual service areas, commissioned both in-house and through contracts with independent suppliers which in turn have their own mechanisms for engagement/consultation as appropriate. An overview of the outcomes of such engagement is considered within each strategy, however the views of certain internal stakeholders have been considered during the development of the strategies, including:</p> <ul style="list-style-type: none"> • Children with Disabilities Team • Special Educational Needs Team • Regulated Services Team (fostering and adoption services) • Finance Team • Adults Services • Public Health • Lincolnshire Safeguarding Children's Board • Senior Management Team • Performance Teams <p>In addition the views of the People’s Partnership and Voluntary Sector Forum were also considered.</p> <p>There were no specific findings directly affecting this protected characteristic.</p>
<p>Disability</p>	<p>As above.</p>
<p>Gender reassignment</p>	<p>As above.</p>

Marriage and civil partnership	As above.
Pregnancy and maternity	As above.
Race	As above.
Religion or belief	As above.
Sex	As above.
Sexual orientation	As above.
<p>Are you confident that everyone who should have been involved in producing this version of the Equality Impact Analysis has been involved in a meaningful way?</p> <p>The purpose is to make sure you have got the perspective of all the protected characteristics.</p>	Yes
<p>Once the changes have been implemented how will you undertake evaluation of the benefits and how effective the actions to reduce adverse impacts have been?</p>	A key element of each strategy is a timetable of review to monitor progress against key actions and priorities which will be reported through strategic and political committees.

Further Details

Are you handling personal data?

No

Actions required	Action	Lead officer	Timescale
Include any actions identified in this analysis for on-going monitoring of impacts.	To monitor progress against key actions and priorities which will be reported through strategic and political committees.	Safe & Healthy – Janice Spencer Readiness for Adult Life – Jo Kavanagh Readiness for School – Sally Savage Learn & Achieve – Heather Sandy	31/07/2018
Signed off by		Date	

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