

Equality Impact Assessment Template – Stage Two

Please complete this template if completion of the Stage 1 template has identified that a full Equality Impact Assessment is required.

Before proceeding with the Stage 2 Equality Impact Assessment, you should discuss the scope of the analysis with service managers in your area. You will also need to refer to the equality impact assessment guidance.

Name of item being assessed:	Family Resource Service (FRS)
Version and release date of item (if applicable):	
Owner of item being assessed:	Juliet Penley
Name of assessor:	
Date of assessment:	21.12.15
Date Stage 1 EIA completed:	30.10.15

STEP 1 – Scoping the Equality Impact Assessment

1. What data, research and other evidence or information is available which will be relevant to this Equality Analysis? Please tick all that apply.

Service Targets		Performance Targets	
User Satisfaction	x	Service Take-up	x
Workforce Monitoring		Press Coverage	
Complaints & Comments	x	Census Data	
Information from Trade Union		Community Intelligence	
Previous Equality Impact Analysis		Staff Survey	
Other (please specify) Feedback from the council's budget proposals consultation website			

2. Please provide details on how you have used the available evidence, information you have selected as part of your Impact Assessment?

Public consultation was published on council's website and ran from 1.11.15 – 15.12.15. The public were encouraged to complete an online form. 4 responses received

Feedback from service users at point of closure to team. Annual summary and information so far this year

Staffing across service

Monthly data on referrals, caseloads and waiting

Complaints and compliments (monthly team managers report)

3. If you have identified any gaps in relation to the above question, please detail what additional research or data is required to fill these gaps? Have you considered commissioning new data or research? If 'No' please proceed to Step 2.

No

STEP 2 – Involvement and Consultation

1. Please use the table below to outline any previous involvement or consultation with the appropriate target groups of people who are most likely to be affected or interested in this policy, strategy, function or service

Target Groups	Describe what you did, with a brief summary of the responses gained and links to relevant documents, as well as any actions
Age – relates to all ages	FRS provides services to families in need so there will be a high number of children that could be affected by these proposals
Disability - applies to a range of people that have a condition (physical or mental) which has a significant and long-term adverse effect on their ability to carry out 'normal' day-to-day activities. This protection also applies to people that have been diagnosed with a progressive illness such as HIV or cancer.	The consultation and data suggests that as a greater proportion of families who use FRS services have children with additional needs, they could be adversely affected by a reduction in overall service
Gender reassignment - definition has been expanded to include people who chose to live in the opposite gender to the gender assigned to them at birth by removing the previously legal requirement for them to undergo medical supervision.	
Marriage and Civil partnership –.protects employees who are married or in a civil partnership against discrimination. Single people are not protected.	
Pregnancy and Maternity - protects against discrimination. With regard to employment, the woman is protected during the period of her pregnancy and any statutory maternity leave to which she is entitled. It is also unlawful to discriminate against women breastfeeding in a public place	
Race - includes colour, caste, ethnic / national origin or nationality.	

<p>Religion and Belief - covers any religion, religious or non-religious beliefs. Also includes philosophical belief or non-belief. To be protected, a belief must satisfy various criteria, including that it is a weighty and substantial aspect of human life and behaviour.</p>	
<p>Sex - applies to male or female.</p>	<p>FRS works with a high number of single parent families where the mother is usually the main carer. Any reduction in service could therefore have a disproportionate affect on women</p>
<p>Sexual Orientation - protects lesbian, gay, bi-sexual and heterosexual people.</p>	

2. Who are the main stakeholders and what are their requirements?

The main referrers and stakeholders that work with FRS are: Children and Families Service (part of council), A2 Dominion, police and probation as referrers and partners in delivering domestic abuse services and voluntary bodies such as Newbury Counselling service and Relate.

The main requirement of all stakeholders is for FRS to continue to take referrals and be able to offer interventions to those vulnerable families identified to be at risk. There is concern from the feedback received that if there is a reduction to FRS work and they can no longer work with families at an early stage then there will be an increase in families in crisis and at risk of breakdown. This is likely to have implications for the statutory teams in the Children and Families service who are likely to see a rise to their referrals of children at risk of significant harm or needing to be looked after.

Feedback from families is that FRS service is much needed and should be retained

3. Amongst the identified groups in the previous question, what does your information tell you about the potential take-up of resulting services?

If the proposed reduction of £100K to FRS budget is approved this will lead to a reduction in service. There will be a reduction in 2 family support workers posts who on average carry 10-15 cases (families) at any one time. The current staffing is 22 practitioners (so will reduce to 20) and current total number of open cases across service is 238 (Nov 15)

In June 15 there was a waiting list of 10 children and in November this had increased to 34. (Increased demand and 2 posts kept vacant) so the impact of the reduction in posts is already being seen.

It is therefore likely that this reduction in budget will lead to longer waiting times for parents and children in need.

STEP 3 – Assessing Impact and Strengthening the Policy

What will be done to improve access to and take-up of, or understanding of the policy, strategy, function or service? (these are the measures you will take to mitigate against

adverse impact)

All cases that are referred to FRS are allocated according to levels of risk and need to ensure that the most vulnerable continue to get a timely service. So we will continue to meet the needs of the most vulnerable

Those families who are not in most need may not be offered a service or will be referred elsewhere. It is recognised that intervening in family problems early is the most cost effective so the impact of this proposal may mean that families will move to crisis point and require much more costly interventions.

The service is currently planning to re-organise internally so staff can become more flexible and responsive. They will no longer be limited to defined areas of work, e.g. Domestic Abuse Response or Intensive Family Intervention but can work across the whole range of FRS work

Training and interventions will be sold to neighbouring authorities (currently undertaking a piece of work for Hampshire) to generate a small income to offset savings required

STEP 4 – Procurement and Partnerships

Is this project due to be carried out wholly or partly by contractors? Yes/No (please delete)

If 'yes', have you done any work to include equality considerations into the contract already? Specifically you should set out how you will make sure that any partner you work with complies with equality legislation.

No

STEP 5 – Making a Decision

Summarise your findings and give an overview of whether the policy, strategy, function or service will meet the authority's responsibilities in relation to equality and support the Council's strategic outcomes?

It is clear from the service feedback and referring agencies that the work FRS is highly valued and leads to positive changes in family's lives and better outcomes for children.

It is not possible to fully mitigate the negative impact of the budget proposals. The loss of 2 posts will lead to a reduction in service and longer waiting times.

Those in most need will continue to get a service and FRS will re-organise the remaining staff to become more efficient.

STEP 6 – Monitoring, Evaluating and Reviewing

Before finalising your action plan, you must identify how you will monitor the policy/function or the proposals following the Equality Impact Assessment and include any changes of proposals you are making.

What structures are in place to monitor and review the impact and effectiveness of the new policy, strategy, function or service?

The impact of these proposals will be experienced by different parts of the council and may lead to an increase in referrals to Childrens Social Care. Children and Families management team have access to this data and can monitor any changes.

There are no alternatives to the loss of 2 posts as the requirement to make £100K savings from this budget cannot be achieved in any other way.

It is therefore recommended to proceed with proposals

STEP 7 – Action Plan

Any actions identified as an outcome of going through Steps 1-6 should be mapped against the headings within the Action Plan. You should also summarise actions taken to mitigate against adverse impact.

	Actions	Target Date	Responsible post holder & directorate
Involvement & consultation	The delivery of services to C&F through FRS will require wider consultation alongside reduction in other early help services	April 2016	Children and families Leadership Team (CFLT)
Data collection	Continue to collect FRS data from Data Zone	Monthly	CFLT
Assessing impact	Monitor waiting times via monthly reports	monthly	Service manager, Children and families
Procurement & partnership			
Monitoring, evaluation and reviewing	Monitor data zone, referrals and waiting times to ensure efficient flow of work	Monthly	CFLT

STEP 8 – Sign Off

The policy, strategy or function has been fully assessed in relation to its potential effects on equality and all relevant concerns have been addressed.

Assessor		
Name: Juliet Penley	Job Title: Service Manager	Date: 29.12.15

Service Director or Senior Officer (sign off)		
Name:	Job Title:	Date:

Please email a copy of the EIA to Rachel Craggs, Principal Policy Officer (Equality & Diversity): Rachel.craggs@westberks.gov.uk