

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:	Step by Step Young Persons Supported Lodgings
Version and release date of item (if applicable):	
Owner of item being assessed:	June Graves
Name of assessor:	June Graves
Date of assessment:	8.1.16
Date Stage 1 EIA completed:	9.10.15

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	<input type="checkbox"/>	Performance Targets	<input type="checkbox"/>
User Satisfaction	<input type="checkbox"/>	Service Take-up	<input type="checkbox"/>
Workforce Monitoring	<input type="checkbox"/>	Press Coverage	<input type="checkbox"/>
Complaints & Comments	<input type="checkbox"/>	Census Data	<input type="checkbox"/>
Information from Trade Union	<input type="checkbox"/>	Community Intelligence	<input type="checkbox"/>
Previous Equality Impact Analysis	<input type="checkbox"/>	Staff Survey	<input type="checkbox"/>
Other (please specify) Savings consultation feedback via on line survey and face to face meeting with users of the service.			x

2. Please provide details on how you have used the available evidence, information you have selected as part of your Impact Assessment?
<p>We have reviewed and analysed the feedback information from the consultation which has specifically asked the following questions:</p> <ol style="list-style-type: none"> Are you, or anyone you care for, a user of this service? What do you think we should be aware of in terms of how this proposal might impact people? Do you feel that this proposal will affect particular individuals more than others, and if so, how do you think we might help with this? Do you have any suggestions as to how this service might be delivered in a different way?

5. Do you have any suggestions on how we can ensure people are aware of other sources of support available?
6. Is there any way that you, or your organisation, can contribute in helping to alleviate the impact of this proposal?

This information has been collated into a summary set of documentation which has allowed us to identify any previously unidentified issues arising in relation to the proposal and any alternative options not previously considered.

There were 24 online responses to this savings proposal. Many of the responses were lengthy and detailed in terms of describing the impact the savings proposal would have.

The following organisations provided a response

- D 'n' A Project
- Step by Step partnership ltd (7 responses)
- West Berkshire Council – Care leavers team / Housing Service
- UNISON
- Tilehurst Parish council
- Pangbourne Parish council
- NHS Berkshire Healthcare Foundation Trust

All responses received indicated the negative impact the cut in funding would have on very vulnerable young people, often whom we have a Corporate Parenting responsibility to. (Care leavers / Looked After Children)

Respondents strongly argued that the impact of closing this service was likely to have a greater cost implication to other statutory services (including Housing Services - homelessness / Statutory Care services for children).

Respondents felt that discussions with the providers to form an alternative support model to support this vulnerable group should precede any decisions

The feedback provided a clear overview of the value that the service provided, risks in relation to the impact of service cuts in terms of additional pressures being placed on other statutory services such as Children and Families Service.

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 new gaps identified.

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
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	well as any actions
Age – relates to all ages	<p>Age is a distinguishing factor in that the service is only accessed by vulnerable 16-21 year olds; however age alone would not be the only factor that determines access to services.</p> <p>Low numbers that access the service means that it is difficult to define a collective group to consult with although every effort was made to directly consult with the provider of the service to capture views.</p>
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.	Disability not distinguishing factors and there should be no greater impact on this group than on any other.
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.	Gender reassignment is not a distinguishing factor and there should be no greater impact on this group than on any other.
Marriage and Civil partnership –.protects employees who are married or in a civil partnership against discrimination. Single people are not protected.	Marriage and Civil partnership are not distinguishing factors and there should be no greater impact on this group than on any other.
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	<p>Pregnancy and maternity is not the only distinguishing factor in accessing this service.</p> <p>It is recognised that the current service is accessed by young parents, but no specific consultation was completed with this group as low numbers and the acceptance that this is not the only distinguishing factor to access this service means it is hard to identify a collective group to consult with.</p>
Race - includes colour, caste, ethnic / national origin or nationality.	Race is not a distinguishing factor and there should be no greater impact on this group than on any other.
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	Religion and belief are not distinguishing factors and there should be no greater impact on this group than

and substantial aspect of human life and behaviour.	on any other.
Sex - applies to male or female.	Sex is not a distinguishing factor and there should be no greater impact on this group than on any other.
Sexual Orientation - protects lesbian, gay, bi-sexual and heterosexual people.	Sexual orientation is not a distinguishing factor and there should be no greater impact on this group than on any other.

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

Young person under threat of homelessness

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

There were no suggestions/proposals as to how organisations could help to alleviate the impact of this proposal. The only comments made reinforced that there were no other resources available to take on this type of housing related support work.

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)

Should the decision be to progress with the proposal then no further cases will be accepted onto the service and the appropriate contractual notice will be given to the provider.

Where appropriate Children and Family services will work alongside individuals to consider how any ongoing needs will be met.

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.

N/A

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?

The consultation outcome identified the value of the service in providing accommodation

support to vulnerable young people at risk of homelessness and gaining more independent living, and concern that removal of this service would impact on other statutory services.

However, feedback has not uncovered any further issues which would prevent the council from proceeding with this proposal. Whilst it is understood a decision to withdraw funding will have an impact on the users of the service, given the level of financial savings the Council is required to make to achieve a balanced budget position and maintain core statutory services, the recommendation is to proceed with the proposal as described with no changes.

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 service will cease so no further monitoring of the service will be in place.

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	No further consultation on the planned proposals have been identified		
Data collection	The service will cease so no further data collection on the numbers of people who access the service will be possible.		
Assessing impact	Where appropriate Children's services will be required to work alongside individuals to identify how any ongoing needs will be met, but not all individuals will be supported by Children and Families services		

Procurement & partnership	N/A		
Monitoring, evaluation and reviewing	No further evaluation or monitoring planned as service will cease		

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: June Graves	Job Title: Head of Services	Date: 12.1 16

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