

# Equality Impact Assessment

## Context

1. under s.149 of the Equality Act 2010, when making decisions, Essex County Council must have regard to the Public Sector Equality Duty, i.e. have due regard to:
  - eliminating unlawful discrimination, harassment and victimisation, and other conduct prohibited by the Act,
  - advancing equality of opportunity between people who share a protected characteristic and those who do not,
  - fostering good relations between people who share a protected characteristic and those who do not, including tackling prejudice and promoting understanding.
2. The characteristics protected by the Equality Act are:
  - age
  - disability
  - gender reassignment
  - marriage/civil partnership
  - pregnancy/maternity
  - race
  - religion/belief
  - sex/gender
  - sexual orientation.
3. In addition to the above protected characteristics you should consider the cross-cutting elements of the proposed policy, namely the social, economic and environmental impact (including rurality) as part of this assessment. These cross-cutting elements are not a characteristic protected by law but are regarded as good practice to include.
4. The Equality Impact Assessment (EqIA) document should be used as a tool to test and analyse the nature and impact of either what we do or are planning to do in the future. It can be used flexibly for reviewing existing arrangements but in particular should enable identification where further consultation, engagement and data is required.
5. Use the questions in this document to record your findings. This should include the nature and extent of the impact on those likely to be affected by the proposed policy.
6. Where this EqIA relates to a continuing project, it must be reviewed and updated at each stage of the decision.
7. The EqIA will be published [online](#):
8. All **Cabinet Member Actions, Chief Officer Actions, Key Decisions** and **Cabinet Reports must be** accompanied by an EqIA.
9. For further information, refer to the EqIA guidance for staff.
10. For advice, contact:  
Shammi Jalota [shammi.jalota@essex.gov.uk](mailto:shammi.jalota@essex.gov.uk)  
Head of Equality and Diversity  
Corporate Law & Assurance  
Tel 0330 134592 or 07740 901114



## Section 1: Identifying details

Your function, service area and team: Children & Families, Children and Young People with Disabilities

If you are submitting this EqlA on behalf of another function, service area or team, specify the originating function, service area or team:

Title of policy or decision: To agree a new contract for the lead provider for Community Clubs and Activities in Essex

Officer completing the EqlA: Christina Pace

Tel:

Email:

Date of completing the assessment: XX/09/2019

## Section 2: Policy to be analysed

2.1	<p>Is this a new policy (or decision) or a change to an existing policy, practice or project?</p> <ul style="list-style-type: none"><li>- The decision constitutes a change in contractual arrangements from 1 January 2020, for the Council's existing Community Clubs and Activities service for Children and Young People with a Disabilities in Essex</li></ul>
2.2	<p>Describe the main aims, objectives and purpose of the policy (or decision):</p> <ul style="list-style-type: none"><li>- Action for Children (AFC) is the Lead provider for clubs and activities. AFC has a current membership of 34 clubs sub-contracted annually to deliver services across Essex.</li><li>- The changes will see the lead provider's role and responsibilities reduced, with ECC assuming the responsibility for issuing payments and invoicing to the sub-provider membership.</li><li>- These changes will reduce the contract value and enable the Council to have more control over spending</li></ul>
2.3	<p>Does or will the policy or decision affect:</p> <ul style="list-style-type: none"><li>• service users</li><li>• employees</li><li>• the wider community or groups of people, particularly where there are areas of known inequalities?</li></ul> <p><b>Service Users</b> – There are currently over 2700 families registered for short breaks. Short breaks offer families a respite lifeline to maintain their ability to support their child and manage work and family life balance, while also offering the young person</p>

	<p>the chance to socialise and interact with their peers. Officers do not wish to destabilise the market or make any significant changes to the short breaks offer as part of this decision, therefore we do not anticipate any disruption to services.</p> <p><b>Employees</b> – the decision will affect staff employed by the lead provider, as operating in a reduced role will require less staffing resource to manage. This has been discussed with the existing lead provider, and the overall decision on how to allocate resources will still be within their control. Responsibility for payments, invoicing and data monitoring will be managed within ECC's Commercial and Commissioning functions.</p> <p><b>Wider community/groups</b> – from 1 January 2020 the funding available to the sub-providers which currently form AFC's membership will be managed by ECC. The contract values for each sub-provider have undergone a funding exercise with agreeable values up to 31 March 2021, and ECC has committed to honouring these arrangements to eliminate any risk of disruption to services.</p> <p>Will the policy or decision influence how organisations operate?  Yes – ECC will have a closer more effective relationship with the sub-providers to ensure effective, quality services are delivered to children and families across Essex</p>
2.4	<p>Will the policy or decision involve substantial changes in resources?</p> <p>No substantial change</p>
2.5	<p>Is this policy or decision associated with any of the Council's other policies and how, if applicable, does the proposed policy support corporate outcomes?</p> <p>No</p>



### Section 3: Evidence/data about the user population and consultation<sup>1</sup>

As a minimum you must consider what is known about the population likely to be affected which will support your understanding of the impact of the policy, eg service uptake/usage, customer satisfaction surveys, staffing data, performance data, research information (national, regional and local data sources).

3.1	<p>What does the information tell you about those groups identified?</p> <p>The decision relates to services that are in place to support children and young people with disabilities and their families. Of the 2700 families registered for short breaks, the latest quarterly activity data Jan – March 2019 indicated a total of 1596 children accessed the clubs during this period.</p> <p>The current eligibility for accessing the clubs and activities is for the child to have a diagnosis of a disability. Children and young people can access most of these services without a formal assessment which reduces waiting lists and waiting times for provision. This availability and approach supports the Authority's Early Intervention Offer, and the contractual changes will not affect service provision or continuity.</p>
3.2	<p>Have you consulted or involved those groups that are likely to be affected by the policy or decision you want to implement? If so, what were their views and how have their views influenced your decision?</p> <p>As this is a contractual arrangement change that sees ECC gain more control over spending and service provision, no formal consultation or engagement has been undertaken with families that use this service as the changes will not affect them accessing or using the clubs and activities.</p> <p>With regards to the providers, The Head of Service has attended two provider events with AFC to outline the rationale and reasons for change. The majority of sub-providers welcomed a longer contract in order to forecast and manage their services. During these events providers were also be reminded of the importance of making their services sustainable through seeking additional funding and parental contributions. The changes will maintain the stability for sub-providers and existing relationships continue to be built on to ensure quality services are delivered to the children and families in Essex</p>
3.3	<p>If you have not consulted or engaged with communities that are likely to be affected by the policy or decision, give details about when you intend to carry out consultation or provide reasons for why you feel this is not necessary. Please include any reasonable adjustments, e.g. accessible formats, you will provide as part of the consultation process for disabled people:</p> <p>As above</p>



## Section 4: Impact of policy or decision

Use this section to assess any potential impact on equality groups based on what you now know.

<b>Description of impact</b>	<b>Nature of impact</b> Positive, neutral, adverse (explain why)	<b>Extent of impact</b> Low, medium, high (use L, M or H)
Age	Neutral	L
Disability – learning disability	Neutral	L
Disability – mental health issues	Neutral	L
Disability – physical impairment	Neutral	L
Disability – sensory impairment (visual, hearing and deafblind)	Neutral	L
Gender/Sex	Neutral	L
Gender reassignment	Neutral	L
Marriage/civil partnership	Neutral	L
Pregnancy/maternity	Neutral	L
Race	Neutral	L
Religion/belief	Neutral	L
Sexual orientation	Neutral	L

### Cross-cutting themes

<b>Description of impact</b>	<b>Nature of impact</b> Positive, neutral, adverse (explain why)	<b>Extent of impact</b> Low, medium, high (use L, M or H)
Socio-economic	Neutral	L
Environmental, eg housing, transport links/rural isolation	Neutral	L



## Section 5: Conclusion

		Tick Yes/No as appropriate	
5.1	Does the EqlA in Section 4 indicate that the policy or decision would have a medium or high adverse impact on one or more equality groups?	No <input checked="" type="checkbox"/>	
		Yes <input type="checkbox"/>	If ' <b>YES</b> ', use the action plan at <b>Section 6</b> to describe the adverse impacts and what mitigating actions you could put in place.



## Section 6: Action plan to address and monitor adverse impacts

What are the potential adverse impacts?	What are the mitigating actions?	Date they will be achieved.



**Section 7: Sign off**

**I confirm that this initial analysis has been completed appropriately.  
(A typed signature is sufficient.)**

Signature of Head of Service:

Date:

Signature of person completing the EqlA:

Date:

**Advice**

Keep your director informed of all equality & diversity issues. We recommend that you forward a copy of every EqlA you undertake to the director responsible for the service area. Retain a copy of this EqlA for your records. If this EqlA relates to a continuing project, ensure this document is kept under review and updated, eg after a consultation has been undertaken.

