

Initial Equalities Screening Record Form

Date of Screening: 22/09/2021	Directorate: Children, Young People Directorate	Section: Children's Social Care (Specialist Support)
1. Activity to be assessed	The tendering for provision of a targeted scheme for Holiday and Saturday clubs for children with disabilities	
2. What is the activity?	<input type="checkbox"/> Policy/strategy <input type="checkbox"/> Function/procedure <input type="checkbox"/> Project <input type="checkbox"/> Review <input checked="" type="checkbox"/> Service <input type="checkbox"/> Organisational change	
3. Is it a new or existing activity?	<input type="checkbox"/> New <input checked="" type="checkbox"/> Existing	
4. Officer responsible for the screening	Bosede Lawal, Commissioner	
5. Who are the members of the screening team?	Manjit Hogston, Commissioning Manager (Children) Bosede Lawal, Commissioner Fong Chin, Assistant Commissioner EIA will be shared with DMT members.	
6. What is the purpose of the activity?	Provision of Short Breaks is a Statutory Duty. The Breaks for Carers of Disabled Children Regulations (2011) placed a duty on Local Authorities to provide short breaks to children and young people with disabilities and their families. The procurement process will ensure that the tendering process and services commissioned by the Council, adhere to obligations of openness, fairness and obtain best value.	
7. Who is the activity designed to benefit/target?	Children with disabilities living in Bracknell Forest and their parents and carers. There are currently 135 CYP accessing this service.	
Protected Characteristics	Please tick yes or no	Is there an impact? What kind of equality impact may there be? Is the impact positive or adverse or is there a potential for both? If the impact is neutral please give a reason.
8. Disability Equality – this can include physical, mental health, learning or sensory disabilities and includes conditions such as dementia as well as hearing or sight impairment.	Y	What evidence do you have to support this? E.g equality monitoring data, consultation results, customer satisfaction information etc Please add a narrative to justify your claims around impacts and describe the analysis and interpretation of evidence to support your conclusion as this will inform members decision making, include consultation results/satisfaction information/equality monitoring data
		The tender process and eventual contract award are designed to positively impact on children with disabilities. It will specifically support children and young people with disabilities to enable them to have the same opportunities as any other child.
		Data collected supports the need for this type of service because of the range of disabilities identified. Case studies and feedbacks collected as part of contract monitoring shows that CYP with complex disabilities are supported in their development. Some of feedback include, " X has grown in independence throughout her time at Kids and now chairs her own CiN meetings and is a charming and confident young lad"y.

			These targeted schemes are necessary to meet the needs of children with disabilities and their families - any reduction in the targeted Holiday and Saturday schemes; would have a significant adverse impact.	“These sessions provides our child to be able to be independent, seeing other children, socialising and enhances their communication/people skills”
9. Racial equality		N	Positive impact - supports all children.	There is mixed ethnicity data but 79.31% are White British, 18.97% are in minority groups. Whilst we do not have data for 1.72%. It is worth noting that referrals are not screened based on gender, religion and or sexual orientation. CYP and their families are accepted on the scheme because of their disability needs and age (e.g under 18) only The tender/contract will impact equally across these group.
10. Gender equality		N	Positive impact - supports all children.	72% of current users are male; 28% female. The tender/contract will impact equally across this group.
11. Sexual orientation equality		N	Positive impact - supports all children.	No data available The tender/contract will impact equally across this group.
12. Gender re-assignment		N	Positive impact - supports all children.	No data available The tender/contract will impact equally across this group.
13. Age equality		N	Positive impact - supports all children.	Children range from 4-18 years of age The tender/contract will impact equally across this group.
14. Religion and belief equality		N	Positive impact - supports all children.	No data available The tender/contract will impact equally across this group.
15. Pregnancy and maternity equality		N	Not Applicable	
16. Marriage and civil partnership equality		N	Not Applicable	
17. Please give details of any other potential impacts on any other group (e.g. those on lower incomes/carers/ex-offenders, armed forces			These activities are priced in line, but slightly lower, than mainstream equivalents and thus accessible by all socio economic groups. Bursary funding can be available from current providers and the LA would support via the short breaks inclusion fund, where there is evidence that poverty was a barrier to access. Ensuring that low income families are not disadvantaged.	

communities) and on promoting good community relations.			
18. If an adverse/negative impact has been identified can it be justified on grounds of promoting equality of opportunity for one group or for any other reason?	No adverse impact identified		
19. If there is any difference in the impact of the activity when considered for each of the equality groups listed in 8 – 14 above; how significant is the difference in terms of its nature and the number of people likely to be affected?	<p>The protected characteristic groups listed in 8 -14 are not discrete communities, for example, a child or young person could fall into more than one category.</p> <p>The evidence above are key areas of consideration for commissioner and provider to ensure that the planning and delivery of the service is done in a way that avoids negative impact on protected characteristics.</p> <p>There are currently 132 CYP that currently access the Short Breaks Service that would be positively impacted.</p>		
20. Could the impact constitute unlawful discrimination in relation to any of the Equality Duties?		N	The activity is promoting greater equality and inclusion.
21. What further information or data is required to better understand the impact? Where and how can that information be obtained?	<p>Data is provided by the existing provider on a a quarterly basis. Feedback is gathered from families by the providers. The contract is monitored and report provided on a 6 monthly basis with established Key Performance Indicators (KPI). This informs areas that may require future focus.</p> <p>Parent reps will be invited to be involved in the tendering process and communication exchange will take place at regular intervals with the parent forum.</p>		
22. On the basis of sections 7 – 17 above is a full impact assessment required?		N	<p>Please explain your decision. If you are not proceeding to a full equality impact assessment make sure you have the evidence to justify this decision should you be challenged.</p> <p>This is a long running provision that has been instrumental in raising the participation of children and young people with complex needs in rewarding activities and supports inclusion in the local community.</p>
23. If a full impact assessment is not required; what actions will you take to reduce or remove any potential differential/adverse impact, to further promote equality of opportunity through this activity or to obtain further information or data? Please complete the action plan in full, adding more rows as needed.			
Action	Timescale	Person Responsible	Milestone/Success Criteria
To align parental contribution with mainstream equivalents		Bosede Lawal	Increase of parental contribution

<p>To procure a provider that is aware and proactive around equalities, diversity and inclusion.</p> <p>The EIA screening form will be shared with the preferred provider to ensure understanding of the commissioners' expectations around equalities and plan for their proposed service.</p> <p>The contract KPIs and spec will be reflective of the commissioners' ambition to procure a service that is sensitive and responsive to different protected characteristics.</p>	<p>February 2022 – August 2022</p>	<p>Bosede Lawal</p>	<p>Successful award of the contract</p>
<p>Undertake contract monitoring throughout the life of the contract</p>	<p>September 2022 onwards</p>	<p>Bosede Lawal</p>	<p>Commissioners re-assured through contract monitoring processes that the provider delivers fair and inclusive services</p>
<p>24. Which service, business or work plan will these actions be included in?</p>	<p>Already included as part of the Children Commissioning Team's work plan</p>		
<p>25. Please list the current actions undertaken to advance equality or examples of good practice identified as part of the screening?</p>	<p>Please list</p> <p>E&D performance reviewed with current contract for potential impact to protected characteristics.</p> <p>Parent and Carer forums are consulted around Short Breaks and are invited to feedback on the service</p>		
<p>26. Assistant director's signature.</p>	<p>Signature:</p>		<p>Date:</p>