

## Initial Equalities Screening Record Form

<b>Date of Screening:</b> 10/10/2022	<b>Directorate:</b> Children, Young People Directorate	<b>Section:</b> Early Help and Communities
<b>1. Activity to be assessed</b>	The tendering for provision of Home Visiting Family Support Service	
<b>2. What is the activity?</b>	<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	
<b>3. Is it a new or existing activity?</b>	<input type="checkbox"/> New <input checked="" type="checkbox"/> Existing	
<b>4. Officer responsible for the screening</b>	Sarah Batchelor – Interim Head of Early Help (EH)	
<b>5. Who are the members of the screening team?</b>	Manjit Hogston - Commissioning Manager (Children) Fong Chin - Assistant Commissioner Carl Burton – Early Help Development Lead (interim) EIA will be shared with DMT members.	
<b>6. What is the purpose of the activity?</b>	Provision of Home Visiting Family Support Service which offers tailored support to families in response to identified need, through a combination of home visits, other funded activities, family group meetings and signposting to other community services (the latter supporting an exit pathway from the family support plan). 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.	
<b>7. Who is the activity designed to benefit/target?</b>	Families with children aged 0-11yrs with at least one child under 5yrs of age	
<b>Protected Characteristics</b>	<b>Please tick yes or no</b>	<b>Is there an impact?</b> 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.
<b>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.</b>	N	Positive impact - supports all families.  The tender/contract will impact equally across this group.
<b>9. Racial equality</b>	N	Positive impact - supports all families.  The tender/contract will equally support families from all BAME groups.

<b>10. Gender equality</b>		N	Positive impact - supports all families.	The tender/contract will impact equally across this group.
<b>11. Sexual orientation equality</b>		N	Positive impact - supports all families.	The tender/contract will impact equally across this group.
<b>12. Gender re-assignment</b>		N	Positive impact - supports all families.	The tender/contract will impact equally across this group.
<b>13. Age equality</b>		N	Positive impact - supports families with children aged 0-11yrs with at least one child under 5yrs of age	The tender/contract will support families with children aged 0-11yrs with at least one child under 5yrs of age. The tender/contract will impact equally across this group.
<b>14. Religion and belief equality</b>		N	Positive impact - supports all families.	The tender/contract will impact equally across this group.
<b>15. Pregnancy and maternity equality</b>		N	Positive impact - supports all families.	The tender/contract will impact equally across this group.
<b>16. Marriage and civil partnership equality</b>		N	Positive impact - supports all families.	The tender/contract will impact equally across this group.
<b>17. Please give details of any other potential impacts on any other group (e.g. those on lower incomes/carers/ex-offenders, armed forces communities) and on promoting good community relations.</b>	The service providers will be required to have a written equal opportunities policy which is evidently implemented to ensure that all legislation prohibiting discrimination on the grounds of race, gender, age and/or disability is observed on the provision of services, including those from low-income, carers and/or ex-offenders for the purpose of promoting self growth and good community relations.			
<b>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?</b>	No adverse impact identified			
<b>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?</b>	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, from any socio-economic background . The 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 individuals and/or groups with protected characteristics.			
<b>20. Could the impact constitute unlawful discrimination in relation to any of the Equality Duties?</b>		N	The commissioned services are promoting greater equality and inclusion and shall not unlawfully discriminate within the meaning and scope of the Equality Act 2010 and any other associated policy, procedure, regulation and/or guidance as appropriate to the services provided.	

<b>21. What further information or data is required to better understand the impact? Where and how can that information be obtained?</b>	An agreed data set on the services provided and those that access them will be required of the commissioned providers on an agreed schedule, which will include feedback from service users. The contract will be fully monitored and reported against within the identified governance procedures, with established Key Performance Indicators (KPI). This will inform and provide insight into aspects and issues that may require future focus.		
<b>22. On the basis of sections 7 – 17 above is a full impact assessment required?</b>		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>The commissioned services are a renewal of long running service provision that has been instrumental in supporting families in relation to:</p> <ul style="list-style-type: none"> <li>• Child’s wellbeing</li> <li>• Parenting Skills</li> <li>• Parental Wellbeing</li> <li>• Family management</li> </ul>
<b>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?</b> Please complete the action plan in full, adding more rows as needed.			
<b>Action</b>	<b>Timescale</b>	<b>Person Responsible</b>	<b>Milestone/Success Criteria</b>
To procure a provider that is aware and proactive around equalities, diversity and inclusion. 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. 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.	September 2023 – July 2024	Sarah Batchelor	Successful award of the contract
Undertake contract monitoring throughout the life of the contract	July 2024 onwards	Sarach Batchelor	Commissioners re-assured through contract monitoring processes that the provider delivers fair and inclusive services
<b>24. Which service, business or work plan will these actions be included in?</b>	Already included as part of the Children Commissioning Team’s work plan and forms part of the overarching review of the Youth Provision Offer for Early Help Service		
<b>25. Please list the current actions undertaken to advance equality or examples of good practice identified as part of the screening?</b>	Given these services are already in situ and this is a re-commissioning of those services, they are already and will be continued to be performance reviewed within the confines of the contract for any potential impact to protected characteristics.		

**26. Assistant director's signature.**

Signature:

Date: