

Equality, Diversity, Cohesion and Integration Screening – Organisational change impacting On the workforce

As a public authority we need to ensure that all organisational change arrangements impacting on the workforce have given proper consideration to equality, diversity, cohesion and integration.

Equality and diversity will always have relevancy to organisational changes which impact on a diverse workforce. If you can demonstrate you have considered how your proposals impact on equality, diversity, cohesion and integration then you have already carried out an impact assessment.

A **screening** process is a short, sharp exercise, which completed at the earliest opportunity will help to determine:

- whether or not equality, diversity, cohesion and integration is being/has already been considered, and therefore
- whether or not it is necessary to carry out an impact assessment.

Directorate: Children's Services	Service area: Learning for Life
Lead person: Amanda Ashe	Contact number: 3784500

1. Please provide a brief description of the organisational change arrangements that you are screening

The Director of 4Children notified the Learning for Life Service of their expressed interest to cease the contract by the end of September 2016 (**two months earlier than the contract end date**).

It is the intention that the leadership, management & governance arrangements will transfer to the Learning for Life Service, Children's Services. Elected members in the area have been consulted about the planned changes and are supportive.

This would ensure the continuance of much needed services to vulnerable families in the area.

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2. Consideration of equality, diversity, cohesion and integration checklist		
Questions	Yes	No
Have you already considered equality and diversity within your current and future planning	x	
Where you have made consideration does this relate to the range of equality characteristics	x	
Have you considered positive and negative impacts for different equality characteristics	x	
Have you considered any potential barriers for different groups	x	
Have you used equality information and consultation where appropriate to develop your proposals	x	
Is there a clear plan of how equality areas identified for improvement will be addressed	x	

If you have answered **no** to the questions above:

- there may be gaps in your equality and diversity considerations and you should complete an equality and diversity, cohesion and integration impact assessment (organisational change). Please go to **section 4**

If you have answered **yes** to the questions above and;

- Believe you have already considered the impact on equality, diversity, cohesion and integration within your proposal please go to **section 3**.

3. Considering the impact on equality, diversity, cohesion and integration
If you can demonstrate you have considered how your proposals impact on equality, diversity, cohesion and integration you have carried out an impact assessment.
Please provide specific details for all three areas below (use the prompts for guidance).
<ul style="list-style-type: none"> • How have you considered equality, diversity, cohesion and integration? (think about the scope of the proposal, who is likely to be affected, equality related information, gaps in information and plans to address, consultation and engagement activities (taken place or planned) with those likely to be affected)
<p>Targeted families</p> <p>The Centre effectively meets the needs of young children and families in the area, particularly those who are vulnerable including children looked after and those subject to care plans. City & Holbeck Children's Centre is in very close proximity to New Bewerley CC and a collaborative advisory board exists across the two Centres. As such, it makes sense for both Centres to be led by the same provider to ensure consistency in service</p>

delivery for both families and other stakeholders

The transfer of the governance and management of children centre services to the local authority will ensure that the needs of vulnerable families will continue to be met, contributing to narrowing the gap. No adverse effects as a result of the transfer can be anticipated as service delivery based on needs, will be maintained. TUPE transfer of staff will ensure consistency for children and families.

Consultation

Consultation has been undertaken with elected members serving the area. Due to the circumstances surrounding this notification, it was not feasible to undertake a consultation as it was our priority to act swiftly to minimise the risk of loss of service to a very vulnerable community.

Communication with Families and other stakeholders will be undertaken through the advisory board and existing mechanisms once approval to transfer has been agreed. A communication strategy has been developed & as part of this, a public meeting will be convened for existing service users. Trade unions have been consulted.

In line with TUPE processes, consultation meetings will take place with all employees

- **Key findings**

(think about any potential positive and negative impact on different equality characteristics, potential to promote strong and positive relationships between groups, potential to bring groups/communities into increased contact with each other, perception that the proposal could benefit one group at the expense of another)

There is the potential for closer integrated working with New Bewerley Children's Centre. The potential efficiencies and savings by transferring the services to the local authority grouping will help to ensure that both are financially viable in the future.

Families in the area access services from both Centres and this will be enhanced further through planning and delivering services to support easy access.

Information is being requested to obtain clarity on the finance model for the childcare delivery (including detail on fee structure for childcare) and any risks around the collection of childcare fees from parents / carers will be identified as part of this process.

In line with TUPE processes, staff will transfer on existing Terms & Conditions which will differ from those of the wider Learning for Life workforce ie. Variance in pay, hours etc.

- **Actions**

(think about how you will promote positive impact and remove/ reduce negative impact)

Children centre services will continue to be delivered targeting those families who are at higher risk of poor outcomes.

The Learning for Life Service will ensure the smooth transfer of management and governance arrangements working with relevant colleagues.

Appendix A

Current fee levels within the child care provision will be taken into account and we will consider ways in which we can normalise fee levels over time, in line with Parent/Carer contracts, to minimise the impact on families of any fee increase and maximise income to ensure sustainability.

In line with TUPE processes, existing Terms & Conditions will be given due consideration during Induction processes, to ensure positive relationships across the wider workforce.

4. If you are **not already considering the impact on equality, diversity, cohesion and integration you **will need to carry out an impact assessment.****

Date to scope and plan your impact assessment:	
Date to complete your impact assessment	
Lead person for your impact assessment (Include name and job title)	

5. Governance, ownership and approval

Please state here who has approved the actions and outcomes of the screening

Name	Job title	Date
Andrea Richardson	Learning for Life Head of Service	10/08/16
Date screening completed		10/08/16

6. Publishing

Though **all** key decisions are required to give due regard to equality the council **only** publishes those related to **Executive Board, Full Council, Key Delegated Decisions or a Significant Operational Decision.**

A copy of this equality screening should be attached as an appendix to the decision making report:

- Governance Services will publish those relating to Executive Board and Full Council.
- The appropriate directorate will publish those relating to Delegated Decisions and Significant Operational Decisions.
- A copy of all other equality screenings that are not to be published should be sent to equalityteam@leeds.gov.uk for record.

Complete the appropriate section below with the date the report and attached screening

Appendix A

was sent:	
For Executive Board or Full Council – sent to Governance Services	Date sent:
For Delegated Decisions or Significant Operational Decisions – sent to appropriate Directorate	Date sent:
All other decisions – sent to equalityteam@leeds.gov.uk	Date sent: