

As a public authority we need to ensure that all our strategies, policies, service and functions, both current and proposed have given proper consideration to equality, diversity, cohesion and integration. In all appropriate instances we will need to carry out an equality, diversity, and cohesion and integration impact assessment.

This form:

- can be used to prompt discussion when carrying out your impact assessment
- should be completed either during the assessment process or following completion of the assessment
- should include a brief explanation where a section is not applicable

Directorate Children Services(CYPSC)	Service area: Fostering and adoption(CYPSC)
Lead person: Val Hales (Team Manager)	Contact number: 2478675
Date of the equality, diversity, cohesion and integration impact assessment: 17/1/2011. Action Plan updated, November 2012	

1. Title: Fostering and adoption Service
Is this a:
<input type="checkbox"/> Strategy <input type="checkbox"/> Policy <input checked="" type="checkbox"/> Service <input checked="" type="checkbox"/> Function <input type="checkbox"/> Other
Is this:
<input type="checkbox"/> New/ proposed <input checked="" type="checkbox"/> Already exists and is being reviewed <input type="checkbox"/> Is changing
(Please tick one of the above)

2. Members of the assessment team:

Name	Organisation	Role on assessment team e.g. service user, manager of service, specialist
Val Hales	C@YPSC	Manager Fostering and adoption
Brenda Dring	a/a	Manager Kinship Foster Care
Lynn Buckle	a/a	Manager Adoption Support
Deb Schofield	a/a	Manager Fostering
Anne Marie Stokes	a/a	Manager Fostering
Hassan Kayani	a/a	Equality lead in C@YPSC

3. Summary of strategy, policy, service or function that was assessed:

Leeds City Council's fostering service provides care for children and young people who are looked after by the local authority and whose needs are best met in a family environment. A range of foster placements are provided. Placements offered include temporary, permanent, remand, task centred, assessment, parent and child, short breaks, respite and family resource carers. The service is responsible for the recruitment, assessment, training, support and development of all its' foster carers. It also arranges the placement of young people with independent fostering agencies where necessary. Leeds is committed to placing children wherever possible within their extended family and a separate kinship foster care team provides a range of services including assessment, support and supervision.

Leeds City Council's adoption service undertakes all its statutory responsibilities associated with current adoption legislation and regulations. These duties include the recruitment, preparation, assessment and approval of adopters, the matching, introduction and placement of children with adopters and providing support for these placements. It also provides post adoption support to those whose lives have been touched by adoption, including support for birth parents, birth records counselling and intermediary work. It provides adoption support services directly and through commissioning arrangements with voluntary agencies. In addition, the service operates and maintains a letter box system. This supports information exchange in adoption placements.

4. Scope of the equality, diversity, cohesion and integration impact assessment
(complete - 4a. if you are assessing a strategy, policy or plan and 4b. if you are assessing a service, function or event)

4a. Strategy, policy or plan

(please tick the appropriate box below)

The vision and themes, objectives or outcomes	<input type="checkbox"/>
The vision and themes, objectives or outcomes and the supporting guidance	<input type="checkbox"/>
A specific section within the strategy, policy or plan	<input type="checkbox"/>

Please provide detail:

4b. Service, function, event please tick the appropriate box below	
The whole service (including service provision and employment)	<input checked="" type="checkbox"/>
A specific part of the service (including service provision or employment or a specific section of the service)	<input type="checkbox"/>
Procuring of a service (by contract or grant) (please see equality assurance in procurement)	<input type="checkbox"/>
Please provide detail:	

<p>5. Fact finding – what do we already know Make a note here of all information you will be using to carry out this assessment. This could include: previous consultation, involvement, research, results from perception surveys, equality monitoring and customer/ staff feedback.</p> <p>(priority should be given to equality, diversity, cohesion and integration related information)</p> <p>Adoption Service Annual Report October 2010 Adoption Services self assessment Oct 2010 Adoption Agencies Data Set Nov 2010 Ofsted Inspection Report on Adoption Services December 2010 Fostering Services self assessment May 2010 Fostering Services Data Set 2010 Ofsted Inspection Report on Fostering Services June 2010 Family Placement Service Equality Impact assessment 2011 Fostering and adoption service report for equality board on equality issues Leeds City Council's adoption service review</p>
<p>Are there any gaps in equality and diversity information Please provide detail:</p>

We looked at the recent adoption agencies dataset and found the following gaps.

- The number of boys compared to girls among the total number of children with adoption as their plan currently waiting for a placement is high.
- The number of disabled children placed or matched with adopters in the past 12 months is given as nil. However there are difficulties in determining disability where there is no known diagnosis. Many children who are placed for adoption at a young age have been subject to the effects of drug and alcohol in utero and may go on to have learning problems and attachment difficulties as they grow.
- Comparing the ethnicities and religion of approved adopters that have had a placement made with them in the last 12 months and those of children, indicate that some trans racial and trans- cultural placements have been made mainly for mixed heritage children. It appears that majority of Muslim children take longer between approval and placement.

We looked at the dataset for the fostering services and found the following gaps.

- The percentage of BME approved foster carers is lower compared to BME foster children and young people. The mixed parentage children are 11.5% compared to 0.46% of mixed foster carers.
- Comparable information from Fostering via an annual report is currently not available. However, the discussion with the staff indicates that there is a shortage of placements for categories such as children with learning disabilities, BME children and older children or teenagers.
- The breakdown of data about foster children from all equality strands in external placements (out of authority placements) is not known.

Action required: Relevant and appropriate information and data is mapped, disaggregated for all equality strands and used with partners.

6. Wider involvement – have you involved groups of people who are most likely to be affected or interested

Yes

No

Please provide detail:

Indirectly, through quality assurance mechanisms and feedback from service users.
Foster Care Association
Staff groups via team meetings
Foster carer Support Groups
Asian Foster Carer Support Group
Black and ethnic minority foster carers support group
Targeted foster carers and adopters who come into the category of minority groups, e.g.
Carers with disabilities, carers from LGBT groups.
Adoption and fostering panels.

Action required:
 Their views will be incorporated into the action planning

7. Who may be affected by this activity?
 please tick all relevant equality characteristics, stakeholders and barriers that apply to your strategy, policy, service or function

Equality characteristics

<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Carers	<input checked="" type="checkbox"/> Disability
<input checked="" type="checkbox"/> Gender reassignment	<input checked="" type="checkbox"/> Race	<input checked="" type="checkbox"/> Religion or Belief
<input checked="" type="checkbox"/> Sex (male or female)	<input checked="" type="checkbox"/> Sexual orientation	
<input checked="" type="checkbox"/> Single carers		

(for example – social class, income, unemployment, residential location or family background, education or skills level)

Please specify:

Stakeholders

<input checked="" type="checkbox"/> Services users	<input checked="" type="checkbox"/> Employees	<input type="checkbox"/> Trade Unions
<input checked="" type="checkbox"/> Partners	<input checked="" type="checkbox"/> Members	<input type="checkbox"/> Suppliers
<input type="checkbox"/> Other please specify		

Potential barriers.

<input type="checkbox"/> Built environment	<input type="checkbox"/> Location of premises and services
<input checked="" type="checkbox"/> Information and communication	<input checked="" type="checkbox"/> Customer care and staff training

<input checked="" type="checkbox"/>	Timing	<input type="checkbox"/>	Stereotypes and assumptions
<input checked="" type="checkbox"/>	Cost	<input checked="" type="checkbox"/>	Consultation and involvement
<input type="checkbox"/>	specific barriers to the strategy, policy, services or function		

**Please specify
Costs associated with training and costs for translation**

8. Positive and negative impact
Think about what you are assessing (scope), the fact finding information, the potential positive and negative impact on equality characteristics, stakeholders and the effect of the barriers

8a. Positive impact:

- 1. Recruitment of carers**
2. The Adoption and Fostering Service has a clear statement in its' policy that we accept and actively recruit adopters and foster carers regardless of sexual orientation, sexual preferences, ethnicity or applicants' religion to meet the needs of children. The service focuses on effective partnership working to continue the improvement of services to children affected by adoption and fostering irrespective of race, gender, disability, sexuality, age, religion and belief. Our marketing and publicity material uses positive images to promote our approach to equality within our advertising.
3. The adoption team has approved a diverse range of adopters including same gender couples to adopt and has pro-actively matched children with same gender couples and gay/lesbian single adopters approved by other Agencies.
4. The adoption team has a dedicated worker to actively recruit adopters for children with a disability who works in conjunction with the family placement team. There has recently been an active targeted recruitment campaign for children with disabilities and babies with uncertain development with local TV stations, newspapers and radio.
5. We have links with an organisation that promote adoption through LGBT communities and are able to signpost potential adopters to the organisation. After Adoption Yorkshire, (AAY) with whom we have a service level agreement also run, from time to time an adoption support group for LGBT adopters. Currently this group is not operating as there is no demand. However AAY continue to monitor the need for all its' group activities.
6. We are developing the "Open Doors" approach to recruiting adopters for disabled children. This is a "can do" model where all our publicity and early contact with adopters talks about considering a child with special needs and this approach will permeate through our involvement with adopters throughout the process of adopting a child.
7. Constructive use of the regional consortium allied to targeted recruitment activity has increased our ability to secure placements for children with specific needs arising from cultural background or developmental issues.
8. The fostering service which has two FTE officers whose work is concentrated on the recruitment, assessment and support of BME foster carers.
9. The Family Placement Team have successfully recruited additional carers via the Aiming High programme that has allowed them to extend support to a greater number of children and young people, particularly those placed on the autistic spectrum and those displaying challenging behaviour. As a result of this recruitment 56 additional overnight stays have been possible for 8 additional children with significant learning disabilities and behaviour needs.

10. The recruitment of foster carers has increased and reflects the diverse nature of children requiring placements. Last year 17% of the carers recruited were from BME .

11. Staffing

12. The Adoption and Fostering service has staff who are able to focus their work on the recruitment and assessment of BME carers. Training to carers, officers and social workers on diversity issues is provided and evidence is sought in respect of changed practice during supervision and observations.

13. At present 12% of our adoption officers are from a BME background and the adoption panels have a broad range of members with increased involvement from BME representatives.

14. At present approximately 33% of our fostering officers are from a BME background.

15. Diversity issues are addressed during supervision particularly where a BME worker is supporting a trans-racial placement.

16. We employ specialist BME workers to promote the needs of BME children in foster care and ensure that carers have an understanding of BME children and that the children are empowered to communicate with their carers.

17. We have access to the Leeds Interpreting Service for assessments where an interpreter is required.

Placement

18. The service has a robust approach to ensuring that children's religious and cultural needs are met, particularly when securing permanent placements for children.

19. There is a specialist participation worker for children with learning difficulties and disabilities.

20. The placement service always checks to see whether carers are likely to need additional support in order to care for children from different ethnic, cultural and religious groups, children with disabilities and children who may have needs associated with their sexual orientation.

21. The agency is very active in the Yorkshire Adoption Consortium and also uses the National Adoption Register to identify placements for those children who are harder to place within our own resources.

Training

22. Asian prospective adopters and approved adopters are able to attend the consortium Asian preparation groups, support groups, post approval training and celebration events. Training to carers, fostering officers and social workers on diversity issues is provided and evidence is sought in respect of changed practice during supervision and observations.

23. The family placement service ensures that carers are trained in communication methods such as Makaton and Braille, as well as picture exchange communication; intensive interaction and symbol, so that they can communicate with children.

Specialist advice

24. We subscribe to the Inter Country Adoption Helpline for specialist advice regarding overseas adoption and have a small number of workers who have developed specialist knowledge in inter-country adoption assessments. All inter country adopters attend specialist training specific to adopting from overseas.
25. Everyone caring for a child from a BME background receives a booklet, prepared by young people, that helps the carer understand the particular needs of BME children and hopefully reassures the child that their needs are understood and they have the right to expect them to be met.
26. Following a consultation survey a revision of the “Info 4 u” booklet produced by children and young people has provided carers with information about issues they felt were important: culture, identity, religion and the diverse needs of children from BME communities in order to promote their individual needs. The booklet also gives advice on skin and hair care needs.

Panel

27. Membership of adoption and fostering panels has been refreshed with a greater breadth of representation including more BME panel members.
28. The increased level of BME representation within staff teams and panels has been of assistance in enabling us to build stronger links with a diversity of cultural groups across the region and we have maintained a positive level of engagement with LGBT groups.

Age	We have no fixed upper age limit for foster carers. However foster carers are required to have a medical to ensure that they are fit to care for the children that will be placed with them. There should be a positive impact therefore for older applicants and the children that they care for. Age restrictions for adopters are flexible and recognise that generally in society more people are having children at an older age when their careers are more established.
Belief / Faith	In accordance with its own anti-discriminatory policies the Council accepts fostering and adoption applications from applicants of all religious faiths. This policy therefore has a positive impact upon potential applicants ensuring a wide range of potential carers are recruited in order to met the wide range of children needing placement. Any risk is mitigated by ensuring that there is suited learning development and support within the service offer to carers. Furthermore the placement strategy and risk assessment and matching procedure ensure that children’s needs with regard to belief/faith are assessed and met so far as possible.
Disability	Disabled children receive a specialist service in Fostering and Adoption Service from the Family Placement Team which offers family based respite care. This team also supports the family finding role within the fostering service. All strategies and procedures aim to be inclusive and this extends to children in care who may temporarily or permanently suffer a disability. (See Family Placement Equality Impact Assessment). A specialist Adoption Officer has been recruited to improve the recruitment of adopters able to adopt children with disabilities.
Gender	Our matching procedure gives consideration to gender. This will lead to better outcomes for looked after children. Male carers may need additional support in “Safe Caring” for looked after children. This is reflected in our guidance, training and policies so any impact is reduced. Also single carers are welcomed both in fostering and adoption and the department considers and recognises the differing needs and requirements for single carers to provide quality parenting to their children.
Sexual	The fostering service recruitment procedures are anti-discriminatory and

Orientation	<p>welcome applicants who are gay or lesbian. The assessment process conforms to BAAF guidance on assessment and workers have been trained in assessment, including assessing gay and lesbian carers. This therefore has a positive impact on this group.</p> <p>With regard to young people's sexual orientation the increased diversity within our foster care should have a positive impact for young people who are gay or lesbian. Access to support and advice is available to young people through the Sexual Health team and the designated Nurses for looked after children.</p>
Race	<p>Leeds City Council's own anti-discriminatory policies ensure that fostering applicants of any race are recruited to the Fostering Agency, if they are deemed to be able to meet the needs of children. The policy therefore has a positive impact upon those seeking to foster children.</p> <p>In order to address this negative impact of transracial placements and the likely impact on a child's identity, other foster carers are used as mentors as well as using the staff team to provide appropriate advice and support.</p> <p>The learning and development programme and support group framework supports foster carers in addressing the needs of children from a black and ethnic minority background. There is a support group for Asian men run on a quarterly basis. We are currently seeking to recruit more carers who can meet the needs of black and ethnic minority children particularly mixed percentage children. When English is not the 1st language of the carers, consideration is given to the use of Leeds City Council's interpretation and translation unit.</p>
Trans Gender /Sexual	<p>Leeds City council's policies do not discriminate against trans-gender foster carers.</p>

Action required:

The culture of the adoption and fostering staff group is to always look at and question stereotyping and prejudice, ensuring the child and his or her needs remains the central focus of any decision making. This is done in supervision and panel discussions and needs to continue.

8b. Negative impact:

Age	<p>The policies and procedure specifically aim to improve life chances and achievements for all LAC outcome measures. A risk is that there is a shortage of placements for older children and teenagers. The lack of placements could have a negative impact on this group as these children may be placed out of the city. Also some children, because of their complex needs as well as their age often wait longer for permanent placements.</p>
Belief / Faith	<p>The risk within the service is the lack of adequate numbers at an appropriate time or types of placements to meet identified need in this area.</p>
Disability	<p>Some potential applicants who have a disability may view this as negatively impacting upon their right to foster or adopt. The services of the Medical Advisor and other specialist organisations are used to ensure decision making is always done with full information to prevent discrimination, whilst ensuring the needs of the children are paramount.</p> <p>There is a need for more foster carers able to offer a permanent home for disabled children. The lack of placements available may have a negative impact, as these children will be placed outside of Leeds which in turn may impact on their continued contact with their family and local support</p>

	structures.
Gender	There is high number of males in the LAC population. There is a high need for permanent placements generally for boys. This information has been taken into account within our current family finding and recruitment policies. Although there are no gender considerations in recruiting fostering applicants and the service operates according to our own anti-discriminatory practice the main carer within the household within fostering is usually female. A negative impact of this may be that there is a potential for male carers to become isolated.
Sexual Orientation	<p>We do not formally report and publish the sexual orientation of foster carers or adopters. However, through the assessment process this information becomes available and if required we could capture this information.</p> <p>We are not aware of any barriers to LGBT groups being recruited to fostering or adoption. However refresher training would be useful to staff in matters of recruitment and assessment of LGBT applicants.</p>
Race	<p>Recruiting adopters and foster carers for those children from BME backgrounds particularly children with mixed heritage and with disabilities remains a challenge. Resources are available to purchase appropriate adoptive placements for children and we have a growing number of out of authority placements that reflect this. This is less likely to be an option for fostered children where external resources may be less available. Where this does happen there are implications for schooling and maintenance of contact with friends and family.</p> <p>Whilst there has been general success in recruiting adopters for mainstream children the more targeted recruitment of carers for children who have additional needs remains a challenge.</p> <p>There is a requirement for foster carers to have a good command of English in order to meet the needs of children and this may prevent some people being considered even when they may have other suitable attributes. This needs to be made clear in policy and publicity, ensuring the signposting of potential applicants to seek assistance in learning English where appropriate.</p>
Trans Gender/Sexual	In the case of transsexual applicants, no clear policy exists. Each application is therefore assessed on its merits in terms of the impact trans-sexuality could have upon a child placed for fostering. This could therefore be viewed by trans-sexual adults as having possible negative impact upon their right to foster or adopt.
Action required:	
Remove the barriers/ gaps identified in the negative impact section.	

9. Will this activity promote strong and positive relationships between the groups/communities identified?

Yes No

Please provide detail:

Action required:
Continue promoting strong and positive relationships with carers from all equality protected characteristics through support groups.

10. Does this activity bring groups/communities into increased contact with each other (e.g. in schools, neighbourhood, workplace)?

Yes No

Please provide detail:

Action required:
Carry out and record further consultations and evaluations with staff groups, foster and adopted children and young people, foster carers and adopters on racial, cultural, religious, gender and sexuality issues affecting children looked after.

11. Could this activity be perceived as benefiting one group at the expense of another?

Yes No

Please provide detail:

Action required:
Ensure all the issues identified in negative impact are addressed in the action plan.

13. Governance, ownership and approval		
State here who has approved the actions and outcomes from the equality, diversity, cohesion and integration impact assessment		
Name	Job Title	Date
Sarah Johal	Service Delivery Manager (fostering and Adoption)	24 th January 2011
Ros Cheetham	Head of Service (Chair of CYPSC Equality Board)	31 st January 2011

14. Monitoring progress for equality, diversity, cohesion and integration actions (please tick)	
<input checked="" type="checkbox"/>	As part of Service Planning performance monitoring
<input type="checkbox"/>	As part of Project monitoring
<input checked="" type="checkbox"/>	Update report will be agreed and provided to the appropriate board Please specify which board - CYPSC Equality Board
<input type="checkbox"/>	Other (please specify)

15. Publishing	
Date sent to Equality Team	
Date published	

12. Equality, diversity, cohesion and integration action plan

(insert all your actions from your assessment here, set timescales, measures and identify a lead person for each action)

Action	Timescale	Measure	Lead person	Updated Actions November 2012	Completed/ Outstanding
Undertake a demand analysis exercise to inform volume targets and profiling of future recruitment activity.	2011-2012	Clear projection of need with associated recruitment targeting and outlined in recruitment strategy. Staff will have a clear understanding of recruitment requirements.	Recruitment fostering team manager, adoption team managers.	<p>Recruitment manager and new team now fully established and recruitment staff involved in all recruitment activity. Very much linked to placement needs info and forecasting, done in conjunction with CSDM re needs and trends. Current recruitment is concentrating on carers for babies due to significant increase in these children coming into the care system this year. Dedicated staff provide initial screening for potential foster carers.</p> <p>Key recruitment message - No typical foster carer - all backgrounds needed.</p> <p>Segmentation analysis of children waiting for adoption assists with recruitment planning, completed on a regular basis by the manager responsible for family finding in adoption.</p>	Ongoing

Evaluate the Child Specific model and the effectiveness on family finding for 4 children needing adoption.	2011-2012	Suitable adopters identified and the children nominated for this service are placed and adopted through this method.	Adoption managers.	Already placed 4 children through this route and have agreed up to 10 children to be referred for this service. First findings indicating this model can work, but as these children are the hardest to place, family finding not always successful for all children. Support to families has been picked up as an issue when families identified are at a distance from the recruiting base and also from Leeds. Careful planning will be required in future placements to ensure robust support package provided	Ongoing
Consider using child specific model for hard to place children needing permanency through fostering	2011-12	System in place to identify foster carers and children.	Recruitment team manager.	Not being considered at this stage due to other pressures on the service.	Outstanding
Evidence a more robust approach to ensuring out of authority adoptive placements have sufficient support services available	Immediate	Detailed support plans available from the adoption agency and confirmed at adoption panel via the Adoption Placement reports.	Adoption managers.	Adoption Placement report template has been revised this year and requires much more detailed and concrete support planning to be evidenced. Panel members are able to see clearer evidence of what support is to be put in place and can challenge where gaps	Completed

Consolidate service user evaluation of services provided to birth parents.	6 months	Outcome information to be provided in quarterly meetings with After Adoption Yorkshire.	Adoption Support Manager VH.	Evaluation report requested and awaited from AAY	Outstanding
Over the next 12 months the promotion of fostering for unaccompanied asylum seekers is to be further developed.	2011-2012	Increase in numbers of recruited foster carers for asylum seeking children and young people. Improvements in joint working and communication between fostering staff and the CART team.	Recruitment Team Manager.	Need for this resource is no longer a priority and numbers of request for such placements has dropped.	No longer a priority

<p>Improve the range of placement choice available, particularly those from minority ethnic communities and for those children and young people with complex needs through targeted recruitment campaigns in relevant communities and set recruitment targets for each equality strand.</p>	<p>Immediate</p>	<p>Increase capacity of foster carers and adopters in order to place children in suitably matched placements and to improve the timeliness of placements within government timescales.</p>	<p>CSDM and all team managers.</p>	<p>There has been a significant increase in the numbers of adopters approved across all categories, 50 % increase on figures for last year but this is offset by the significant increase of children accepted for adoption- 61% increase. There has been a slightly lower number of adopters recruited from the BME community than last year, although some very recent significant increase in initial enquiries which may translate into approvals in due course. In contrast a slightly raised number of children from BME groups from last year.</p> <p>Access to the National Register and regional consortium provide for greater options to secure appropriate placements.</p> <p>Re- branding of material and recruitment campaigns to target carers for disabled children will be undertaken in the coming months to increase resources for disabled children</p>	<p>Ongoing</p>
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Develop a joint commissioning framework to determine the role of fostering within a wider placements provision market.	2011/2012	Improved contracts with Independent Fostering Agencies(IFAs) and better balance of placement choice between in house and external placement.	Commissioning manager, Pat Michaels, Placements Manager, Graham Puckering, CSDM, Sarah Johal.	Leeds City Council instrumental in setting up a new IFA framework which has recently been implemented - the White Rose Framework. This should ensure better pricing framework and improved standards across all IFAs. Currently the split between IFA resource and in house placements is 1/3 to 2/3 split.	Completed
Ensure quality assurance mechanisms are in place to ensure children's individual needs are met in external placements.	2011-12	Evidence from monitoring meetings between the agency and the department and unannounced visits.	Placements manager.	Quality assurance pro-forma for use with IFA contacts has recently been developed and is being implemented. Recent concerns with one agency required in depth QA inspection and robust action plans set for agency with monitoring systems set to ensure compliance. This model will be used for future monitoring	Completed
Implement the placement strategy to meet the requirements of the sufficiency duty and to reduce reliance upon placements for children outside of their home communities.	2011-2012	Less children placed with Independent Fostering Agencies(IFAs) compared to last year as a percentage of all placements.	CSDM, placement and recruitment managers.	Recent improved activity in-house recruitment; plans to improve allowance and fees structure for LCC carers in the new year and the new framework for IFAs is likely to see more realistic competition for prospective foster carers in the Leeds area. Working towards a 25% 75% split ???	
Access Family placement training and specialist advice for carers looking after children with learning difficulties.	Immediate	Numbers of mainstream and kinship carers listed	ODU. Becky Hewitt.	Figures unavailable	

		on attendance sheets for specialist training.			
Develop kinship care policy and review procedures.	Summer 2011	New policy document and new procedures.	Fostering managers Val Hales/Brenda Dring	Completed in February 2012. available on the internet and Leeds family hub	Completed
Monitor and assess issues relating to all equality strands in service reviews and audits.	2011-2012	Information integral in service plans and quality assurance framework.	CSDM, Sarah Johal/ Val Hales.	No additional actions identified	
Include equality and diversity issues in the information for children within the children's guides for younger and older children and children with learning disabilities. Ensure that the children's guide is produced which is user friendly and accessible to younger, older and disabled children	2011-2012	Updated guides to include equality and diversity issues	Development Officer Stuart Wilson in conjunction with managers and BME staff and adoption lead for disability.	New children's guides for adoption, including adoption support have been developed with the Communications team, and will be available by the end of this year. Consultation with adopted children and adoptive families has helped inform the design and content.	Completed
Specific equality and diversity training and development opportunities for foster carers and adopters	Ongoing	Increase numbers of carers attending training.	ODU manager, Kirsty Haines.	Numbers not available at this time	Outstanding
Review any new policies and procedures under EIA such as kinship care policy and procedures and strategy for	2011-2012	Specific quality Impact assessments on new or	Val Hales and Graham Puckering.	Considered when writing Family and Friends policy	Ongoing

independent fostering agency.		revised services, both internal and external services.			
Placement strategy to cover equality and diversity issues raised in EIA.	2011-2012	Equality and diversity issues are covered in placement strategy.	CSDM, Sarah Johal.	The service contributes to relevant national and local campaigns and events to increase fostering within specific communities, e.g. promoting the first-ever LGBT Adoption and Fostering Week in February 2012	Ongoing
Develop partnerships with community, voluntary and faith organisations including mosques, temples and churches in order to meet religious needs of looked after children.	Ongoing	Increase numbers of placements offering appropriate religious observance for matched children.	Recruitment manager and fostering managers and BME workers.	Recruitment team have developed good links with Equality team and are available to attend the LGBT community hub, the Black People's hub and other community groups as identified.	Ongoing
Measure satisfaction and improvements through direct consultation/participation work or surveys with foster children and young people and foster carers from all equality strands.	Ongoing	Improved information from children and young people's consultations.	CSDM, Sarah Johal.	Large foster carer satisfaction survey carried out at the beginning of the year. Information analysed and report and action plan drawn up. Foster children used as consultants in developing the new review form for use with foster carers. Adopted children consulted on new design for new leaflets about adoption and adoption support	Ongoing
Educate carers and staff on sexual orientation and trans-gender issues	Ongoing	Increase numbers of foster carers and staff	ODU, Becky Hewitt	Figures not available	

		attending specific training			
Update the data and analysis of service users and under represented groups to fill the information gaps/barriers as identified.	2011-2012	Gaps in information in terms of recording, mapping and disaggregating for all equality strands are covered and equality targets are set accordingly.	CSDM (F&A) and Performance and Quality Assurance Manager.	Still needs further work but application forms for foster carers and adopters provides opportunity to gather equality and diversity information	Ongoing
Define specific criteria/attributes for recruiting carers who can not communicate in English particularly in kinship care. Consider the possibility of disseminating publicity materials in different languages.	Spring 2011	Publicity material amended.	Development Officer, Stuart Wilson.	Publicity information gives opportunities to request translation. Assessments completed where carer does not speak English can be translated into carers own language to ensure transparency wherever possible	
Clarify definition of disability in relation to fostered or adopted children and to discuss issues with medical advisors and colleagues in disability services.	2011-12	Clearer understanding of how to collect data on children needing adoptive or fostering placements.	CSDM Sarah Johal/VH.	Complex needs/ foetal alcohol spectrum disorder, attachment disorder etc. are terminologies used to define children who may not have an overt disability but where it is recognised that children may have significant health and development issues as they grow. This is recorded in panel minutes and health summaries and opportunities are provided to adopters to discuss	

				children's needs.	
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