

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 or has already been considered, and therefore
- whether or not it is necessary to carry out an impact assessment.

Directorate: Children and Families	Service area: Commissioning
Lead person: Luke Myers	Contact number: 0113 3785424
Date of the equality, diversity, cohesion and integration impact assessment: July 2019	

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

To undertake a competitive grants allocation process for the delivery of targeted short breaks for disabled children and young people for a period of two years from 01/04/20 to 31/03/22.

Since April 2015, the allocation process for targeted short breaks funding has been administered by Children’s Commissioning and Market Management in partnership with parents and carers (via EPIC), children and young people, the voluntary sector, and the former Complex Needs Service. Applications are invited via YORtender ensuring the opportunity is visible to a wide range of prospective providers. The panel, Chaired by Commissioning and Market Management, scores applications according to identified priorities and makes funding recommendations to the budget holder for approval.

Leeds has a bold and exciting ambition to become the ‘best city’ and the best council in the UK. This will only be achieved if Leeds becomes the best city for children and young people (“CYP”) to grow up in, a ‘Child Friendly City’ where:

- All children and young people are safe from harm;
- All children and young people do well at all levels of learning and have the skills for life;
- All children and young people enjoy healthy lifestyles;

- All children and young people are happy and have fun growing up; and
- All children and young people are active citizens.

Short breaks are services that are designed to support families with disabled children that could potentially be at risk of breakdown or significant disadvantage and that can also enhance disabled children and young people's personal, social and emotional development. They form part of the wider package of support available to disabled children and their families.

Leeds City Council's (LCC) continuum of short breaks ranges from universal provision to intensive specialist services catering to children and young people with the most complex needs. The focus in Leeds is on increasing access to universal settings so that children and young people with SEND needs can take part in activities with their non-disabled peers and be active members of their local communities. This should also help ensure that specialist resources are prioritised for those with the highest needs. This is important if families are to be empowered to live normal lives and not become dependent on intensive services, as many children and young people experience a significant change in provision when entering adulthood.

The current offer of Short Breaks for 2019/2020 was £560,000 and 13 providers being commissioned to deliver 59,764 hours of short break provision (11 holiday provision, 4 weekend, 2 residential and 8 other).

Further from the key recommendations from the Short Break Review the commissioned services have:-

- Holiday provision > 7.14% increase in SB hrs
- Weekend provision . 37.85% increase in SB hrs
- South provision increase 50.38%
- Have increased from 55% > 63.30% of budget for holiday and weekend provision

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've 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've answered **yes** to the questions above and believe you've 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 that you've 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).

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.

In late 2016 it was agreed that the Children's Commissioning and Market Management Service in conjunction with (the then) Complex Needs Service would undertake a review of short breaks provision. A project team was established which has met regularly to oversee the review and which including colleagues from the Clinical Commissioning Group and EPIC Leeds.

The aims of the review were to ensure:

- Commissioning is clearly based on use of data and intelligence to identify need;
- Opportunities for personalisation and preparation for adulthood are maximised through commissioned services;
- A clear focus on outcomes; and
- Exploring whether the offer between the local authority and health is clear, coherent, transparent and maximizes the city's resources

During this time the review group has collated and analysed a significant amount of data and has sought the views of parents/carers, young people and other key stakeholders. From the data collected any specific characteristics were identified and recorded in order to ensure that there was a cohesive integrated approach.

Consultation as part of the review of short breaks included engagement with stakeholders, parent/carers and young people attending short breaks. Two consultation sessions were undertaken in March 2017 attended by a total of 38 people including 7 representatives from SILCs, 7 short break providers and 7 people from a range of representative disability groups. Through a variety of methods including attendance at EPIC coffee mornings, a one off consultation session, Rainbow House coffee morning and online survey the views of approximately 100 parent/carers were obtained and by attending a range of existing short breaks we engaged with 83 young people.

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).

Key findings from the short breaks review were:

- Providers report an increase in the number of children and young people with higher level needs accessing their targeted services

- Commissioned short breaks are not spread geographically equally across the city
- Children and families value weekend and school holiday provision as well as a range of activities
- Short term grant arrangements are resource intensive for commissioners and providers and does not allow them or families the stability of knowing services will be funded on a longer term basis
- Targeted services are currently delivered to children and young people with a wide range of needs, from mild/moderate to complex
- Short breaks are extremely valued and play an important role in supporting families.

Actions

(think about how you'll promote positive impact and remove or reduce negative impact)

From the completion of the review:-

- it has considered the current barriers for CYP with SEND and families and has made recommendations to improve access to services.
- It has consulted with families and stakeholders to identify what is important to them and what has the greatest impact on positive outcomes for CYP with SEND and families to inform any future commissioning recommendations.
- It has acknowledged that there is an increasing demand of services, financial pressures and changing needs and to ensure that from the findings and agreed recommendations these are implemented to ensure that any commissioned services are supported with clear expectations in order to meet the needs of the CYP with SEND and their families.
- It has given us the opportunity to offer different approach to services being offered for CYP with SEND and families across the city.

The commissioning team work with the existing providers, families and CYP with SEND whom already access services but further consideration needs to be done with regards to expanding this to families and CYP with SEND whom do not access services and explore as to the reasons why.

The promotion of strong and positive relationships should be encouraged by way of close partnership working with providers of services, and maintaining effective participation and communication with CYP with SEND and their families.

To continue to maintain and further develop promoting the strong and positive relationships by way of close partnership working with providers of services, and support effective participation and communication with CYP with SEND and their families in order to ensure that the needs and wishes of the services users are being fully met. Happy healthy and stable families will benefit communities by improving equality and cohesion and reducing pressure on specialist services.

4. If you're not already considering the impact on equality, diversity, cohesion and integration you'll need to carry out an impact assessment

Date to scope and plan your impact assessment:	
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Date to complete your impact assessment	
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Lead person for your impact assessment (Include name and job title)	
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5. Governance, ownership and approval

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

Name	Job title	Date
Michelle Smith	Commissioning Officer	24 July 2019
Date screening completed		

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 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 the equality team	Date sent: