

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, 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 and Families	Service area: Early Help
Lead person: Jayne Bathgate-Roche	Contact number:
Date of the equality, diversity, cohesion and integration impact assessment: 29/01/2024	

1. Title: Family Action – Integrated Family Support offer contract early termination
Is this a:
<input type="checkbox"/> Strategy / Policy <input checked="" type="checkbox"/> Service / Function <input type="checkbox"/> Other
If other, please specify

2. Members of the assessment team:

Name	Organisation	Role on assessment team For example, service user, manager of service, specialist
Jayne Bathgate-Roche	Leeds City Council	Strategic Commissioning Lead
Victoria Gabriel	Leeds City Council	Service Delivery Manager for Family Support
Howard Smith	Leeds City Council	Commissioning Manager

3. Summary of strategy, policy, service or function that was assessed:
<p>As part of the efficiency savings to be delivered in 24/25 within the Children's and Families directorate and as part of the programme of decommissioning, the contract held with Family Action for the delivery of the Integrated Family Support service was deemed to be in scope for decommissioning. This contract is currently due to expire on 30th June 2025 and a request to exercise the break clause has been issued.</p> <p>This assessment reviews the impact the end of this service will have on staff, service users and the wider system.</p>

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)
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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)	<input type="checkbox"/>

Please provide detail:

This looks at the ending of the full Integrated Family Support Service delivered by Family Action.

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.

(priority should be given to equality, diversity, cohesion and integration related information)

Previous performance management information gathered from the provider is referenced and conversations that are currently being undertaken with the provider as we embark on the decommissioning process. These conversations include support and advice from:

Family Action

Leeds City Council:

- HR
- Legal
- Procurement
- Service lead – Family Support
- Children and Families Commissioning

Equality

The Integrated Family Support service supports many vulnerable families who will represent those communities who are identified by protected characteristics.

As we embark on this impact assessment, we know that there is a gap in the data we have relating to understanding the true impact of this service ending on vulnerable cohorts and those with protected characteristics. We will request this information from Family Action.

The removal of this service will leave a gap in service for children who are under 10 years of age and who need intensive support and are open to Children's Social Work Services (generally) on Child Protection/Public Law Outline (PLO). The children centres and some clusters do offer a level of support, but this is often not at the intensity needed.

Diversity

The children, young people and families who are supported by this service represent some of our most vulnerable communities who are already affected by the impact of poverty.

From the start of the service offer to the current day (18/1/24) the service has supported 482 families which includes 1188 children. The service has made a positive impact on the outcomes of these families and children.

The removal of this offer will mean that provider staff (15 in total) will go through the redundancy process within Family Action and this removal will place additional pressure within Children's Social Work teams. This in turn may leave staff without employment either for the short or long term which brings about the impact of poverty.

The removal of the Integrated Family Support offer delivered by Family Action will impact

on service users and both the Family Acton workforce and Leeds City Council workforce.

The service supports Social Workers to deliver integral support as part of Child in Need plan, Education, Health and Care Plans, supporting Children who are Looked After and those on Child Protection Plans. Again these service users are within our most vulnerable communities where poverty already is having a severe impact on the life chances of those children and young people.

The removal of this offer will mean that this support will either no longer be available to families or families will receive a significantly reduced level of support based on need and affordability.

Cohesion and Integration

Our vision of an integrated and cohesive community includes ensuring that people from different backgrounds have similar life opportunities. The removal of this service will have an impact on those communities who already are vulnerable and lack some life opportunities. Understanding the communities most affected is vital to ensure we target support going forward to those most in need.

Are there any gaps in equality and diversity information

Please provide detail:

Service user demographic information

Action required:

Request from provider to understand true impact on vulnerable cohorts and those with protected characteristics.

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

Yes

No

Please provide detail:

This recommendation to end the Integrated Family Support Service acknowledges that although we are in communication with staff members from Family Action and the Service Lead from Family Support (Leeds City Council) we are working to restricted timeframes to enact the savings to be realised and therefore wider consultation and involvement with staff and service users is not possible.

We acknowledge that the impact of these reductions will be widespread and that it is important to act as close to the values, understandings and principles set out within the COMPACT for Leeds.

However, we acknowledge that as these savings are to be enacted at speed there may be challenge linked to the above.

Input from internal Leeds City Council colleagues alongside Family Action colleagues is ongoing to enact these savings recommendations.

In addition, shared communication developed by Children and Families commissioning team (approved by CFLT) and Family Action will be shared with both the service and service users (including referees) to communicate the decision.

Action required:

Continued communication with provider to ensure impact on staff and servicers is minimised.

7. Who may be affected by this activity?

please tick all relevant and significant equality characteristics, stakeholders and barriers that apply to your strategy, policy, service or function

Equality characteristics

Age

Carers

Disability

Gender reassignment

Race

Religion or Belief

Sex (male or female)

Sexual orientation

Other

(Other can include – marriage and civil partnership, pregnancy and maternity, and those areas that impact on or relate to equality: tackling poverty and improving health and well-being)

Please specify:

The service will support children and families that fall under all equality characteristics. It is important to understand service user demographic information as detailed in section 5.

Stakeholders

Services users

Employees

Trade Unions

Partners

Members

Suppliers

Other please specify

Potential barriers**Built environment****Location of premises and services****Information and communication****Customer care****Timing****Stereotypes and assumptions****Cost****Consultation and involvement****Financial exclusion****Employment and training****specific barriers to the strategy, policy, services or function****Please specify**

There is a need to work through how service users will be supported following the end of the service particularly looking at how service users are signposted to universal services as appropriate. There may be financial implications as families who would have been supported at an earlier point through this service may now have to wait longer (or indeed no longer receive support at an earlier level) which may in turn increase risk and their then need to access higher cost services.

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:

The information gathered through this impact assessment and assessing the risk to families will be used to reset the future role and function of the Children and Families directorate alongside our system partners.

Action required:

The impact assessment will be used as a tool to support the reset of Leeds City Council as we develop within the unprecedented financial challenging landscape with our system partners.

8b. Negative impact:

Removing access to timely support may mean that there is an increase in families who need to access our high-end support services due to an increase in vulnerabilities and risk.

The removal of this service offer may also result in negative public feedback due to less families being able to access timely support and thereby achieving our ambitions as a city to provide timely support to those we need it most.

The removal of this service may also place additional pressure on social work teams who are already pressured due to workforce vacancies and increased levels of service user need.

As we undertake our programme of decommissioning in order to achieve the efficiency savings required other services who may have been able to support these families will also come under pressure to fill gaps in service offer.

All of this impact affects our most vulnerable families who will represent those communities who are identified by protected characteristics.

Action required:

As we work with the provider, Family Action, to decommission the Integrated Family Support offer it will be key to gather information in relation to how service users will be supported going forward and we seek to mitigate this impact by signposting service users to universal services as appropriate. Particularly looking at this through a risk assessment framework with colleagues responsible for the allocation of work across Social Work and Early Help teams.

There will be a significant impact on the removal of this service to support children under the age of 10 and again we must work with the service provider to signpost children and families to the relevant universal services.

In order to minimise potential public conflict in relation to the service ending it will be important to ensure a consistent communication to those who both refer to the service, use the service and work within the service.

This message will be developed by members of the Children and Families directorate alongside Family Action.

Children and Families Leadership Team will be provided with detail that will inform them of the impact of the removal of this service in order for them to understand the risk that Leeds City Council will now hold as a result of the termination of this service.

With regards to the impact on provider staff, there is a reliance on corporate HR, legal and governance processes which provide the necessary reassurances of EDCI consideration.

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

Yes No

Please provide detail:

The removal of a service places greater strain on relationships of staff and service user groups.

Action required:

Continuous and consistent communication between Leeds City Council and Family Action facilitated through the Children and Families commissioning team and Service leads.

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

Yes No

Please provide detail:

The removal of this service may mean that those families who would have accessed support may now seek support from other services which in turn will create pressure on other system providers.

Action required:

As we work with the provider, Family Action, to decommission the Integrated Family Support offer it will be key to gather information in relation to how service users will be supported going forward. Particularly looking at this through a risk assessment framework with colleagues responsible for the allocation of work across Social Work and Early Help teams.

11. Could this activity be perceived as benefiting one group at the expense of another? (for example where your activity or decision is aimed at adults could it have an impact on children and young people)

Yes No

Please provide detail:

The removal of this service will have impact on both adults and children who would have received support through this service offer. There is a particular impact on the service offer available to the under 10s.

Action required:

As we work with the provider, Family Action, to decommission the Integrated Family Support offer it will be key to gather information in relation to how service users will be supported going forward. Particularly looking at this through a risk assessment framework with colleagues responsible for the allocation of work across Social Work and Early Help teams.

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
Request service user demographic information	By 31 st January 2024	Information received in order to understand impact on vulnerable cohorts	Jayne Bathgate-Roche
Agree consistent communication to be shared with service and service users	By 26 th January 2023	Communication shared with providers to ensure a consistent message is shared around the decision to decommission.	Jayne Bathgate-Roche
The impact assessment will be used as a tool to support the reset of Leeds City Council	By 30 th April 2024		Jayne Bathgate-Roche
Determine how service users will be supported going forward and communicate with provider	By 26 th January 2024	Agreed support process for current service users and work with provider to signpost/access this support.	Victoria Gabriel and Jayne Bathgate-Roche

Action	Timescale	Measure	Lead person

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
Phil Evans	Chief Officer, Service Transformation & Partnerships	2/2/24
Date impact assessment completed		January 2024

14. Monitoring progress for equality, diversity, cohesion and integration actions (please tick)

As part of Service Planning performance monitoring

As part of Project monitoring

Update report will be agreed and provided to the appropriate board
Please specify which board

Children and Families Leadership Team

Other (please specify)

15. 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 impact assessment 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 impact assessments 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 assessment 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	Date sent:

equalityteam@leeds.gov.uk