



Equality Analysis Report

Title of activity: Staff Restructure – Children’s Services, Schools and Families
Summary of activity: The deletion of 4 FTE posts across the Early Years and Engagement Service
Lead officer: Angela Murphy, Assistant Director
Equality analysis team: Brian Glover, Assistant Director Simon Westwood, Assistant Director Amanda Cairns, Senior HR Advisor All Heads of Service in Children’s Services, Schools and Families

Relevance
An equality analysis of this activity is required. <input checked="" type="checkbox"/>
This activity has no relevance to Bedford Borough Council’s duty to eliminate unlawful discrimination, harassment and victimisation; advance equality of opportunity; and foster good relations. An equality analysis is not needed. <input type="checkbox"/>
Explanation why equality analysis is not needed: Not applicable an equality analysis is required.

Level 1 Equality Analysis

Scope of equality analysis
Impacted by activity: The policy proposal in relation to CSSF 1 is to implement a whole service restructure. The rationale behind the review and restructure was set out in the recently published modernisation programme; which seeks to deliver efficient, effective and streamlined service, targeted at the most vulnerable children, young people and families. The proposals are widespread and will impact on the majority of service areas across the Directorate. Specifically, proposals have been made in relation to the current structure in the following teams: <ul style="list-style-type: none">• Senior management• School Organisation & Planning• School Improvement

- Early Engagement & Development
- Vulnerable Pupils
- Virtual Team for Looked After Children
- Youth Service
- Youth Offending Services
- Quality Assurance
- Engagement & Development

Therefore, the activity proposed under CSSF 1 will have the most impact on children and young people, who are considered to be a protected group by virtue of their age. Depending on the service considered, there could also be an impact on other identified stakeholders, such as Schools, the voluntary and community sector, statutory partners, parents / carers, and staff who currently deliver the service.

There are no known beneficiaries of this activity.

Protected equality groups:

As outlined in the response above, it is considered that the activity would have the most impact and therefore be relevant to those under the 'age' protected group. Others from the different equality groups may also be impacted – but until further work is done on engagement, consulting and analysis – this will not be known.

As the activity proposed is in relation to services provided to children and young people – it is considered that those protected equality groups for gender reassignment, sexual orientation or marriage and civil partnership would not be applicable to service users. Though this could be explored further through consultation.

However, the activity will also impact on staff of Bedford Borough Council – who could be considered in one or more of the protected equality groups; and again, until further work is completed on consulting with staff and analysing information / data, the extent will not be known.

General Equality Duties:

This activity proposed under CSSF1 relates to the Bedford Borough Council's equality duties to:

- advance equality of opportunity between people who share a protected characteristic and those who do not; and
- foster good relationships between people who share a protected characteristic and those who do not.

Evidence

What relevant evidence is there about the activity?

There is a need for more evidence to be collected from the service users and stakeholders through engagement and analysis work to ensure that the impact of the activity proposed to reduce the service by 4 posts FTE is considered in more detail in respect of the protected equality groups.

What does this evidence tell you about the different protected groups?

At this stage, the evidence we have does not tell us a great deal about the different protected equality groups in relation to service users, stakeholders or staff who will be affected by activity proposed under CSSF 1.

We know that the proposed activities could potentially have an impact on one or more different protected equality groups and Bedford Borough Council's equality duties to:

- advance equality of opportunity between people who share a protected characteristic and those who do not; and
- foster good relationships between people who share a protected characteristic and those who do not.

What further research or data do you need to fill any gaps in your understanding of the potential or known effects of the activity?

As a result of the activities proposed under CSSF 1, there is potentially an impact on service users, stakeholders and staff – who may be from one or more of the different protected equality groups. Through engagement and the collation of more information and evidence, the extent of any impact can be considered further.

Have you thought about commissioning new data or research?

Through the engagement and consultation which is being undertaken, specific information and evidence will be collated to allow us to better understand the impact of the proposed activity under CSSF 1 for service users, stakeholders and staff.

Adverse affect on equality

Age

By virtue of the fact that children and young people are the predominate service users for the Directorate – the activity proposed will have an impact on those in the protected equality group with the characteristic of age. However, from the evidence we have so far, the extent of this impact is not known; and this would be further explored through the consultation work. Each of the activities proposed could have an impact on different age groups and therefore more work is needed to understand this.

Although, other stakeholders could be from a particular age group it is

envisaged that the activity proposed would not have an impact a particular age group for these. Staff that may be impacted as a result of the proposed activities; there will be different staff for each activity and therefore work would need completed to further analyse the ages of the staff affected and which specific service area this is in relation to. This will emerge as the proposals are finalised through consultation.

Disability

There may be children and young people who access the services and activities as proposed under CSSF 1 who would be included in this protected equality group; however, from the evidence we have so far – the impact of the proposals on this protected group is not known. Each of the activities proposed may impact of this group differently, and therefore more work is needed to understand this.

Although stakeholders may be from this protected equality group, it is envisaged that the activity proposed would not impact on any particular group in the community. There may be staff impacted as a result of activities proposed under CSSF1; but this staff will be different for each of the different activities proposed. Therefore more work is needed under each of the service areas to determine which staff are affected and if they are part of this protected equality group.

Gender reassignment

For the children and young people who access the services, is it not appropriate to consider the impact of this protected equality group. However, other stakeholders and staff may be included under this protected equality group as a result of the activity proposed under CSSF1. Therefore more work is needed under each of the service areas to determine which staff are affected and if they are part of this protected equality group.

Pregnancy and maternity

There may be some young people who are protected by this equality group, but from the evidence we have so far the extent of any impact is not known. Therefore there needs to be consideration of all the activities proposed under CSSF1 to determine this.

There may be stakeholders from this protected equality group, and staff may be impacted as a result of activities proposed under CSSF1 in relation to the protected equality group. The staff will be different for each of the different activities proposed and therefore more work is needed under each of the service areas to determine which staff are affected and ensure that relevant HR policy is followed in order to minimise the impact of the same.

Race

All children or young people who receive services that will be affected by the proposed activity under CSSF 1 could be considered in this protected equality

group. It is not known at this stage what the impact would be of the proposed activity and whether this would have a particular impact on one or more of the groups with this characteristic.

There will be stakeholders and staff who will be from this protected equality group. The staff will be different for each of the different activities proposed and therefore more work is needed under each of the service areas to determine which staff are affected and if they are part of this protected equality group, the impact of the activities on the same.

Religion or belief

All children or young people who receive services that will be affected by the proposed activity under CSSF 1 could be considered in this protected equality group. It is not known at this stage what the impact would be of the proposed activity and whether this would have a particular impact on one or more of the groups with this characteristic. Therefore consideration is needed of the impact of the activities in order to determine the same.

There will be stakeholders and staff who will be from this protected equality group. The staff will be different for each of the different activities proposed and therefore more work is needed under each of the service areas to determine which staff are affected and if they are part of this protected equality group, the impact of the activities on the same.

Sex (gender)

All children or young people who receive services that will be affected by the proposed activity under CSSF 1 could be considered in this protected equality group. It is not known at this stage what the impact would be of the proposed activity and whether this would have a particular impact on one or more of the groups with this characteristic. Therefore consideration is needed of the impact of the activities in order to determine the same.

There will be stakeholders and staff who will be from this protected equality group. The staff will be different for each of the different activities proposed and therefore more work is needed under each of the service areas to determine which staff are affected and if they are part of this protected equality group, the impact of the activities on the same.

Sexual orientation

For the majority of the children and young people who access the services, it is not appropriate to consider the impact of this protected equality group. However, there will be some young people who may be impacted that could be considered under this protected equality group. It is not known at this stage what the impact would be of the proposed activity and whether this would have a particular impact on groups with this characteristic. Therefore

<p>consideration is needed of the impact of the activities in order to determine the same.</p> <p>Other stakeholders and staff may be included under this protected equality group as a result of the activity proposed under CSSF1; therefore more work is needed under each of the service areas to determine which staff are affected and if they are part of this protected equality group.</p>
<p>Marriage & civil partnership (in relation to eliminating discrimination)</p> <p>For the children and young people who access the services, is it not appropriate to consider the impact of this protected equality group. However, other stakeholders and staff may be included under this protected equality group as a result of the activity proposed under CSSF1; therefore more work is needed under each of the service areas to determine which staff are affected and if they are part of this protected equality group.</p>
<p>Other identified groups (e.g. carers, different socio-economic, other groups experiencing barriers to access)</p> <p>There may be children and young people who access the services and activities as proposed under CSSF 1 who would be included in this protected equality group. However, from the evidence we have so far – the impact of the proposals on this protected group is not known. Each of the activities proposed may impact of this group differently, and therefore more work is needed to understand this.</p> <p>Stakeholders and staff who could be grouped within any of the sub groups for this protected equality group may be impacted as a result of activities proposed under CSSF1. The staff will be different for each of the different activities proposed and therefore more work is needed under each of the service areas to determine which staff are affected and if they are part of this protected equality group.</p>

<p>Positive affect on equality</p>
<p>1. Eliminate discrimination, harassment and victimisation</p>
<p>2. Advance equality of opportunity</p> <p>The proposed activity under CSSF1 is for a whole service restructure. The rationale behind the review and restructure was set out in the recently published Directorate modernisation programme; which seeks to deliver efficient, effective and streamlined services, targeted at the most vulnerable children, young people and families. It is hoped therefore, that through the</p>

restructure, the Directorate will be able to carry on delivering services for the most vulnerable in Bedford Borough, by making efficiencies in other more universal and discretionary service areas.

3. Foster good relations (including tackling prejudice and promoting understanding between different protected groups)

4. Promote positive attitudes towards disabled people

5. Take account of disabled people's disabilities

Summary of analysis

The evidence we have so far would suggest that the activities proposed under CSSF 1 will have an impact on the different protected equality groups and Bedford Borough Council's equality duties to:

- advance equality of opportunity between people who share a protected characteristic and those who do not; and
- foster good relationships between people who share a protected characteristic and those who do not.

What is not known is the extent of any impact and specifically on which protected equality groups. Work needs to be done on each of the service areas under the activity proposed in order to address this in more detail; and as there will also be an impact of staff that carry out the activities, there needs to be a level 2 equality analysis completed.

Therefore, the most appropriate course of action would be to carry onto a level 2 analysis. For most of the activity in CSSF 1 there are significant gaps in the relevant equality information preventing an evidence led analysis of the effects on equality. By completing the level 2 analysis, and through the proportionate engagement with service users, staff and other stakeholders, we can determine the impact of each, whether this is positive or adverse and any mitigating actions.

In order to carryout this engagement in a meaningful and robust manner – it is more appropriate to engage with the service users, stakeholders and staff service area by service area. Therefore, CSSF 1 has been broken down into its constituent parts for the purpose of completing a level 2 equality analysis and engagement with relevant parties. The different sections, all of which will have a separate level 2 equality analysis; are therefore:

- CSSF 1a Senior Management
- CSSF 1b School Organisation & Planning
- CSSF 1c School Improvement

- CSSF 1d Early Engagement & Development
- CSSF 1e Vulnerable Pupils
- CSSF 1f Virtual School Team
- CSSF 1g Youth Service
- CSSF 1h Youth Offending Service
- CSSF 1i Engagement & Development
- CSSF 1j Quality Assurance

Level 2 Equality Analysis

Engagement

A consultation with all staff from the Early Engagement & Development service was held on 6th September and those at risk have had the opportunity to formally meet with HR in November as part of the ongoing staff re-structuring process.

Age

There are no specific issues regarding age

Disability

There are no specific issues regarding disability

Gender reassignment

There are no specific issues regarding gender re-assignment

Pregnancy and maternity

There are specific issues re the 2yr funding outreach officer who works to support young women who are pregnant

Race

There are no specific issues regarding race

Religion or belief

There are no specific issues regarding religion or belief

Sex (gender)

There are no specific issues regarding gender

Sexual orientation

There are no specific issues regarding sexual orientation

Marriage & civil partnership (in relation to eliminating discrimination)

There are no specific issues regarding marriage & civil partnership

Other identified groups (e.g. carers, different socio-economic, other groups)

experiencing barriers to access)
 The proposal to remove the posts that support the 2yr funding project will have implications for access to childcare funding for vulnerable children

Engagement findings	
Age	The engagement exercise did not raise any specific issues
Disability	The engagement exercise did not raise any specific issues
Gender reassignment	The engagement exercise did not raise any specific issues
Pregnancy and maternity	The engagement exercise did raise an issue with respect to the support provided by the 2yr old funding outreach officer to young women who are pregnant . This post was due to be deleted in our initial proposal. We are intending to put this post back in, however, we will have to remove a commensurate post in order to pay for this. This has been done in recognition of the impact it would have had on this protected equality group.
Race	The engagement exercise did not raise any specific issues
Religion or belief	The engagement exercise did not raise any specific issues
Sex (gender)	The engagement exercise did not raise any specific issues
Sexual orientation	The engagement exercise did not raise any specific issues
Marriage & civil partnership (in relation to eliminating discrimination)	The engagement exercise did not raise any specific issues
Other identified groups (e.g. carers, different socio-economic, other groups experiencing barriers to access)	The engagement exercise did raise issues with regard to the management of the 2yr old funding project and how we can ensure vulnerable children are able to access funding for Childcare. Without the Officer respondents felt that not enough support could be given to providers to sustain the statutory 2 year old offer. This post was due to be deleted in our initial proposal. We are intending to put this post back in, however, we will have to remove a commensurate post in order to pay for this.

Analysis of engagement	
What further adverse impact on each protected equality group was identified?	
That support for the 2yr old funding project needs to be identified	
If the activity is likely to have a negative impact, what are the reasons?	

<p>The removal of 2 posts dedicated to the 2yr old funding project</p>
<p>What does your activity currently do to address the issues highlighted by engagement? The Early Engagement & Development Service provides challenge, guidance & support for a range of early years services including Children Centres, Childcare & the Family Information Service</p>
<p>What practical changes will help reduce any adverse impact on the relevant protected equality groups? To remove 1 Childcare Support officer post from the structure (leaving 1 officer post) and retain a role that would help meet existing and emerging requirements of the 2yr old nursery education funding offer. The 2yr old offer for vulnerable children will shortly become a statutory requirement and will require a dedicated lead officer to embed and manage the local process with settings</p>
<p>What are the resource / budget implications of these actions? None above that already identified</p>
<p>What will be done to improve access to, and take-up of, services and understanding your activity by relevant protected equality groups? By retaining expertise around the 2yr old funding role, we will be able to retain a focus on supporting front line services for disadvantaged and protected groups (e.g. young women who are pregnant)</p>
<p>What impact will the activity have on helping different groups of people to get on well together and foster good relations? This will have no impact on fostering good relations.</p>
<p>What can you do to advance equality and eliminate discrimination when you procure goods and services? Not applicable to this analysis</p>
<p>How will the activity meet the different needs of relevant protected equality groups? Resources for the disadvantaged and protected groups have been prioritised</p>
<p>What risk to equality / adverse impact would there be if your activity was not implemented? There would be no capacity within the service to support the 2yr old funding offer</p>

Analysis Findings

Analysis findings

Adjustment required. The post of 2 year old Project Officer was due to be deleted in our initial proposal. We are intending to put this post back in, however, we will have to remove a commensurate post (Support Officer) in order to pay for this.

Monitoring and review

The impact of the proposals on 2 year old funding and childcare settings will be monitored.

Action plan

Issues	Actions	Target date	Lead	Resources required
Adverse impact	Re-structure service area and reinstate 2yr old funding outreach post	By Dec 11	Head of Early Engagement & Development	None above those already identified
Opportunities to advance equality and foster good relations	Not applicable			
Engagement and involvement	Feedback to all affected parties as decisions are finalised	Ongoing	Head of Early Engagement & Development	None above existing
Dissemination of analysis	Not applicable			
Equality information, data and evidence	Keep accurate records	Ongoing	Head of Early Engagement & Development	None above existing



Sign off

Name of Executive or Assistant Director: Brian Glover

Date: 24 November 2011

Review date: April 2013