



## Equality Analysis Report

**Title of activity:** CSSF 4 School Organisation & Planning

**Summary of activity:**

School Organisation, Planning and Support Services proposes the ratification of savings already made in the financial year 2011/12.

It is proposed to reduce or remove budgets across the service area which is non-statutory in 2012/13

- 1) contributions to contractors / consultants for work that supports this service area (£48,000)
- 2) savings from re-negotiating contracts (£75,000),
- 3) removing budgets to purchase learning resources (£31,000)
- 4) removing the Uniform allowance budget (£11,000) – Note this scheme has been continued by the Bedford Charity.
- 5) income generation from Education Welfare service buy-back arrangements with Academies (£30,000)

The other changes to this service area in 2012/13 relate to staffing and are considered in Equality Analysis CSSF 1b). The policy option CSSF1 includes all staffing reductions.

In 2014/15 this service area proposes the removal of the Connexions Service.

This Equality Analysis considers the impact of the 2012/13 budget reductions outlined above and an initial view on the 2014/15 removal of the Connexions Service

**Lead officer:**

Colin Foster, Head of School Organisation, Planning and Support Services

**Equality analysis team:**

Colin Foster, Head School Organisation, Planning and Support Services  
Sharon Simpson, Head of Strategic Commissioning & Resource Allocation

**Relevance**

An equality analysis of this activity is required.

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.

<b>Explanation why equality analysis is not needed:</b>

N/A

## Level 1 Equality Analysis

<b>Scope of equality analysis</b>
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<b>Impacted by activity:</b>
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The activity under CSSF 4 is in relation to proposals for changes to non-staffing activity in relation to the services under School Organisation & Planning. This could mean activity that is currently provided will change or cease completely; and will potentially have the most impact on the children, young people and their families who currently access the services

<b>Protected equality groups:</b>
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It is considered that the activity would have the most impact and therefore be relevant to those under the 'age' protected group and those from different socio-economic groups. Others from different protected equality groups may also be impacted – but until further work is done on engagement, consulting and analysis – this will not be known.

<b>General Equality Duties:</b>
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This activity proposed under CSSF4 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.

This is because the activity proposes to reduce / removes contracts for provision of services and activities to support children and young people; representing a change from the current universal provision to providing a service on a more targeted basis for those children and young people in most need.

<b>Evidence</b>
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What relevant evidence is there about the activity?
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There is more evidence needed from the service users and stakeholders through engagement and analysis work to ensure that the impact of each activity proposed is considered in more detail in respect of the protected equality groups.

What does this evidence tell you about the different protected groups?
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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 will be affected by activity proposed under CSSF 4.

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.

The impact could be;

- Reduction in client activity with young people could lead to a family, personal or relationship breakdown
- Possible breakdown of relationships with Voluntary Sector
- Cut to school meals contract is a risk as it is the first year of operation
- Less staff development
- Reduction of ability to provide curriculum resources to school therefore reduce revenue generating capacity for Careers Education

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 4, there is potentially an impact on service users 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.

Information was gathered during the savings made during 2011/12.

Have you thought about commissioning new data or research?

Analysis on the proposed future changes to Connexions will be undertaken as part of the project appraisal in September 2013.

### **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 under CSSF 4 will have an impact on those in the protected equality group with the characteristic of age. The level 2 assessment considers age.

<p>Disability</p> <p>There may be children and young people who access the services as proposed under CSSF 4 who would be included in this protected equality group; however, from the evidence we have so far some of the proposals do impact on this protected group and are considered in a Level 2 assessment.</p>
<p>Gender reassignment</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.</p>
<p>Pregnancy and maternity</p> <p>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.</p>
<p>Race</p> <p>Under CSSF 4, all children or young people who receive the services 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.</p>
<p>Religion or belief</p> <p>Under CSSF 4, all children or young people who receive the services 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.</p>
<p>Sex (gender)</p> <p>Under CSSF 4, all children or young people who receive the services 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.</p>
<p>Sexual orientation</p> <p>Under CSSF 4, some young people who receive the services 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.</p>
<p>Marriage &amp; 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; but we</p>

could consider the impact on families who access the services.

Other identified groups (e.g. carers, different socio-economic, other groups experiencing barriers to access)

There may be children and young people who access the services as proposed under CSSF 4 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, and therefore more work is needed to understand this.

### **Positive affect on equality**

The proposal does not provide opportunities to further advance equality

1. Eliminate discrimination, harassment and victimisation
2. Advance equality of opportunity
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 activity proposed under CSSF 4 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.

The Level 1 analysis has not identified a need for any further work in regard to the ratification of 2011/12 budget reductions from 2012/13 onwards.

It is considered Level 2 analysis is appropriate to help identify the impact of the proposed changes in 2014/15. It is acknowledged that further analysis will be needed to be completed for policy options proposed to take effect in later

years further work will be required to assess the impact taking into account circumstances at that time.

## Level 2 Equality Analysis

### Engagement

A consultation activity was undertaken with groups of young people in 2010 and a consultation event was held with schools in November 2011, along with a specific meeting of upper school Head teachers

#### Age

Age range	No. of participants
12 – 14 years	17
14 – 15 years	23
16 – 17 years	21
18 – 19 years	19
20 – 21 years	3

### Disability

Young people with self declared / identified disability:

Disabled – 15

Not disabled – 42

Not stated – 26

### Gender reassignment

Not stated

### Pregnancy and maternity

Not stated

### Race

	No. of participants
White British	48
White other	4
Irish	4
Mixed African and white	19
Mixed Caribbean and white	5

	Black Caribbean	4
	Asian (other)	5
	Bangladeshi	3
	Pakistani	2
	Not known	6
<b>Religion or belief</b>		
Not Specified		
<b>Sex (gender)</b>		
Gender of focus group participants: Female – 36 Male – 47		
<b>Sexual orientation</b>		
Not specified		
<b>Marriage &amp; civil partnership (in relation to eliminating discrimination)</b>		
Not specified		
Other identified groups (e.g. carers, different socio-economic, other groups experiencing barriers to access)		

<b>Engagement findings</b>
<b>Age</b>
<p>The removal of Connexions will impact on young people aged 13 – 19.</p> <p>There is a commitment from key partners to work on a model for impartial careers education, information, advice and guidance.</p> <p>Young people were keen that the service was not disbanded as it provides good support;</p> <ul style="list-style-type: none"> <li>• There was unanimous agreement that cutting services would have a negative effect and could result in increase in anti-social behaviour</li> <li>• Many that had used the Connexions Service were positive and felt it played an important role</li> </ul> <p>Head teachers suggested that there is a distinct need for impartial careers information, advice and guidance in the future.</p>
<b>Disability</b>

Removal of the SEN function will have a negative impact on young people with Learning difficulties and disabilities.
<p><b>Gender reassignment</b></p> <p>This engagement exercise did not raise specific issues.</p>
<p><b>Pregnancy and maternity</b></p> <p>This engagement exercise did not raise specific issues.</p>
<p><b>Race</b></p> <p>There will be a reduction of impartial support in the community for this protected group</p>
<p><b>Religion or belief</b></p> <p>This engagement exercise did not raise specific issues.</p>
<p><b>Sex (gender)</b></p> <p>There will be a reduction of impartial support in the community for this protected group</p>
<p><b>Sexual orientation</b></p> <p>This engagement exercise did not raise specific issues.</p>
<p><b>Marriage &amp; civil partnership (in relation to eliminating discrimination)</b></p> <p>This engagement exercise did not raise specific issues.</p>

<b>Analysis of engagement</b>
<p><b>What further adverse impact on each protected equality group was identified?</b></p> <p>There will be a reduction in services available to young people aged 13 – 19 in most protected groups</p> <p>Young people were keen that the service was not disbanded as it provides good support;</p> <ul style="list-style-type: none"> <li>• There was unanimous agreement that cutting services would have a negative effect and could result in increase in anti-social behaviour</li> <li>• Many that had used the Connexions Service were positive and felt it</li> </ul>

<p>played an important role</p> <p>Head teachers suggested that there is a distinct need for impartial careers information, advice and guidance in the future.</p>
<p><b>If the activity is likely to have a negative impact, what are the reasons?</b></p> <p>A reduction in services may result in the points raised above.</p>
<p><b>What does your activity currently do to address the issues highlighted by engagement?</b></p> <p>Supports young people aged 13 – 19 with impartial careers information, advice and guidance</p>
<p><b>What practical changes will help reduce any adverse impact on the relevant protected equality groups?</b></p> <p>Working with schools, young people and charities to develop a careers education trust in Bedford Borough. A two year work programme to develop the model which will still provide impartial careers education, information, advice and guidance will reduce the impact of the removal of services. It is anticipated that the trust would be managed outside of the Local Authority by a local organisation.</p> <p>There is more detail of next steps in the attached action plans.</p>
<p><b>What are the resource / budget implications of these actions?</b></p> <p>Within resources post policy option implementation</p>
<p><b>What will be done to improve access to, and take-up of, services and understanding your activity by relevant protected equality groups?</b></p> <p>Work with protected groups to develop the model</p>
<p><b>What impact will the activity have on helping different groups of people to get on well together and foster good relations?</b></p> <p>A community led trust, outside of the Local Authority will enable good relations between schools, young people and the community.</p>
<p><b>What can you do to advance equality and eliminate discrimination when you procure goods and services?</b></p> <p>Ensure procurement procedures are followed when the organisation is chosen to manage the trust.</p>

<b>How will the activity meet the different needs of relevant protected equality groups?</b>

Groups will be involved in the development of the model

<b>What risk to equality / adverse impact would there be if your activity was not implemented?</b>
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Impartial careers education service in the community would be eliminated in Bedford Borough and current statutory duties would not be met.

## Analysis Findings

<b>Analysis findings</b>
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No major change is required in regards to the proposal to ratify the reduction or removal of budgets across the service area which are non-statutory in 2012/13. The resource identified in the 2011/12 budget for services covered has not been used as originally intended. There have been no reported adverse impacts of this non-use of budget.

No major change is required in regards to the proposal to remodel / remove connexions service. However, there is a clear need for a solution to impartial careers education, information, advice and guidance to be found. Bedford Borough Council will work with stakeholders, including schools, the community and young people to develop a model that is owned and funded by all partners. Appropriate further Equality Analysis will be conducted as the model develops over the course of the work programme.

<b>Monitoring and review</b>
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Project to be reviewed on an ongoing basis by the 14 – 19 Strategic partnership.

## Action plan

Issues	Actions	Target date	Lead	Resources required
The SEN function of Connexions will reduce support	The SEN function of Connexions is being retained and will continue to support young people with SEN	Implemented	Head of Service 3	None above existing
Adverse impact	Produce Bedford Borough Careers Education Trust model. An appropriate further Equality Analysis will be conducted as the model develops over the course of the work programme.	Implement before April 2014	Head of Service 3	None above existing
Opportunities to advance equality and foster good relations	Involve protected groups in trust development	Ongoing	Head of Service 3	None above existing
Engagement and involvement	Listen to stakeholders in trust model development	Ongoing	Head of Service 3	None above existing
Dissemination of analysis	Keep stakeholders upto date	Ongoing	Head of Service 3	None above existing
Equality information, data and evidence	Keep accurate records	Ongoing	Head of Service 3	None above existing



**Sign off**

**Name of Executive or Assistant Director: Brian Glover**

**Date: 24 November 2011**

**Review date: December 2013**