

EQUALITY ANALYSIS (EA)

POLICY/PROPOSAL:	Independent Advice & Guidance contract
DEPARTMENT:	Chief Executive's
TEAM:	Partnerships & Engagement
LEAD OFFICER:	Julia Mlambo, Partnerships & Engagement Manager
DATE:	23/7/21

NB: Please ensure you have read the accompanying EA guidance and instructions in full.

SECTION A – INITIAL SCREENING

1. Please provide a description of the policy, proposal, change or initiative, and a summary its objectives and the intended results.

The **Independent Advice & Guidance contract** is currently provided by the Citizens Advice Bureau (CAB), the contract that governs the provision of advice services to Brent residents with a particular emphasis on supporting children and families as part of the Hubs.

The contract is part funded by Children and Young People (CYP), who contribute £120,000 p.a. to this service. The Partnerships and Engagement Team is the lead commissioner, although CYP officers attend and contribute to monitoring meetings.

Under this contract the CAB provides a number of different services delivered in the Hubs that support vulnerable families including; single parent families, families with children with additional needs and families supported by Children's Social Care.

Contract also funds a general advice service for any Brent resident who has needs around housing, benefits and debt etc. This service is delivered in a number of locations including the Community Hubs and the CAB offices in Dollis Hill.

The recommissioning of this contract has five key objectives:

- i. Ensure that providers are facilitated to deliver their services in an outcome focussed way.
- ii. Develop new evidence based impact measures that clearly demonstrate the effectiveness of services.
- iii. Ensure that the new services are fit for purpose and able to address emerging needs e.g. the impact of COVID-19 and the need to address racial and other inequalities.
- iv. Implement efficiency savings in response to budget pressures.

- v. Work with stakeholders to ensure they have input into the development of the new service specifications.

2. Who may be affected by this policy or proposal?

This may impact all Brent residents, but particularly those who may be in receipt of advice services – likely to be some of the more vulnerable members of the community.

3. Is there relevance to equality and the council’s public sector equality duty? Please explain why. If your answer is no, you must still provide an explanation.

Yes. As a public sector body Brent Council has to comply with the Equality Act 2010 and the Public Sector Equality Duty (PSED). The contract is designed to provide services in support of the most vulnerable residents in Brent and it is important the council ensures that people accessing them are treated fairly and services are inclusive.

4. Please indicate with an “X” the potential impact of the policy or proposal on groups with each protected characteristic. Carefully consider if the proposal will impact on people in different ways as a result of their characteristics.

Characteristic	Impact Positive	Impact Neutral/None	Impact Negative
Age	X		
Sex		X	
Race	X		
Disability *	X		
Sexual orientation	X		
Gender reassignment	X		
Religion or belief	X		
Pregnancy or maternity		X	
Marriage		X	

5. Please complete **each row** of the checklist with an “X”.

Screening Checklist

	YES	NO
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Have you established that the policy or proposal <i>is</i> relevant to the council's public sector equality duty?	x	
Does the policy or proposal relate to an area with known inequalities?	x	
Would the policy or proposal change or remove services used by vulnerable groups of people?		x
Has the potential for negative or positive equality impacts been identified with this policy or proposal?	x	

If you have answered YES to ANY of the above, then proceed to section B.

If you have answered NO to ALL of the above, then proceed straight to section D.

SECTION B – IMPACTS ANALYSIS

1. Outline what information and evidence have you gathered and considered for this analysis. If there is little, then explain your judgements in detail and your plans to validate them with evidence. If you have monitoring information available, include it here.

The information for this EIA has come from the monitoring data provided by the service under the terms of their contract.

We ask them to monitor the demography of the people who are accessing their services and the types of organisations that they support. This is produced on a quarterly basis, and reviewed for quality at quarterly monitoring meetings.

2. For each “protected characteristic” provide details of all the potential or known impacts identified, both positive and negative, and explain how you have reached these conclusions based on the information and evidence listed above. Where appropriate state “not applicable”.

AGE

Details of impacts identified	This proposal should have a positive effect on age in the borough. The aim is for services that are more efficient and targeted towards those who need them most. A focus of the service specification will be for bidders to answer how they will provide services for underserved and seldom heard groups.
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DISABILITY

Details of impacts identified	This proposal should have a positive effect on disability in the borough. The aim is for services that are more efficient and targeted towards those who need them most. A focus of the service specification will be for bidders to answer how they will provide services for underserved and seldom heard groups.
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RACE

Details of impacts identified	This proposal should have a positive effect on race in the borough. The aim is for services that are more efficient and targeted towards those who need them most. A focus of the service specification will be for bidders to answer how they will provide services for underserved and seldom heard groups.
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SEX

Details of impacts identified	No impact on this basis
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SEXUAL ORIENTATION

Details of impacts identified	There is limited data on the number of Lesbian, Gay, Bisexual and Trans (LGBT) people accessing each services being commissioned, however all the new service specifications include requirements to monitor the number of LGBT people accessing their services and where suitable take additional actions to engage with them.
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PREGANCY AND MATERNITY

Details of impacts identified	No impact on this basis
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RELIGION OR BELIEF

Details of impacts identified	This proposal should have a positive effect on religion in the borough. The aim is for services that are more efficient and targeted towards those who need them most. A focus of the service specification will be for bidders to answer how they will provide services for underserved and seldom heard groups.
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GENDER REASSIGNMENT

Details of impacts identified	There is limited data on the number of Lesbian, Gay, Bisexual and Trans (LGBT) people accessing each services being commissioned, however all the new service specifications include requirements to monitor the number of LGBT people accessing their services and where suitable take additional actions to engage with them.
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MARRIAGE & CIVIL PARTNERSHIP

Details of impacts identified	No impact on this basis
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3. Could any of the impacts you have identified be unlawful under the Equality Act 2010?

No

4. Were the participants in any engagement initiatives representative of the people who will be affected by your proposal and is further engagement required?

We have surveyed VCS orgs for their needs, and this has informed the specification. The specification itself has had input from equalities officer. We plan to have a VCS representative on the panel for the assessment process.

5. Please detail any areas identified as requiring further data or detailed analysis.

None

6. If, following your action plan, negative impacts will or may remain, please explain how these can be justified?

There should be no negative impacts following the action plan. If any remain these will be addressed through the contract management process

7. Outline how you will monitor the actual, ongoing impact of the policy or proposal?

Through the contract monitoring process

SECTION C - CONCLUSIONS

Based on the analysis above, please detail your overall conclusions. State if any mitigating actions are required to alleviate negative impacts, what these are and what the desired outcomes will be. If positive equality impacts have been identified, consider what actions you can take to enhance them. If you have decided to justify and continue with the policy despite negative equality impacts, provide your justification. If you are to stop the policy, explain why.

There should be no negative equality impacts as a result of this proposal. The aim of the commissioning process is to develop services that are more responsive to the needs of the borough, in particular those centered around addressing racial and other inequalities.

SECTION D – RESULT

Please select one of the following options. Mark with an "X".

A	CONTINUE WITH THE POLICY/PROPOSAL UNCHANGED	X
B	JUSTIFY AND CONTINUE THE POLICY/PROPOSAL	
C	CHANGE / ADJUST THE POLICY/PROPOSAL	
D	STOP OR ABANDON THE POLICY/PROPOSAL	

SECTION E - ACTION PLAN

This will help you monitor the steps you have identified to reduce the negative impacts (or increase the positive); monitor actual or ongoing impacts; plan reviews and any further engagement or analysis required.

Action	Expected outcome	Officer	Completion Date
Survey of the needs of voluntary and community organisations to understand their capacity development needs – with a particular focus on meeting the needs of BAME-led groups and other groups that support people with protected characteristics.	Improved understanding of voluntary and community development needs in the borough. This will inform the development of the service specification to ensure any new provision appropriately addresses the needs of underserved groups.	Julia Mlambo	December 2020

SECTION F – SIGN OFF

Please ensure this section is signed and dated.

OFFICER:	Alberta Atkinson
REVIEWING OFFICER:	

**HEAD OF SERVICE
/ Operational
Director:**

Lorna Hughes