

EQUALITY ANALYSIS

1. 24/25 CHW03: Review current Packages of care to support clients to live more independent lives
2. 25/26 CHW01: Development of a more dynamic day support offer
3. 25/26 CHW02: Review of Housing Related Support Contracts
4. 24/25 CYP01: Contract for the Provision of a Targeted Service that Promotes Education, Employment and Training for Young People
5. 24/25 CYP04: Reduction in school improvement funds in Setting and School Effectiveness Service
6. 24/25 CYP05: Looked After Children Services
7. 25/26 CYP01: Reduce provision from Council-run Willow Nursery (Early Help)
8. 25/26 CYP05: Barnado's Family Wellbeing Centre support service contract reduction
9. 24/25 RS13: To increase the annual subscription price for garden waste collections from £60 to £65, an 8% increase to generate an additional income of £100,000
10. To increase Council Tax by 4.99% in 2024/25

EQUALITY ANALYSIS (EA)

POLICY/PROPOSAL:	24/25 CHW03: Review current Packages of care to support clients to live more independent lives
DEPARTMENT:	Adult Social Care
TEAM:	Learning Disabilities, Mental Health & Provider Services
LEAD OFFICER:	Leon Gooding
DATE:	27th December 2023

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.

Background:

In keeping with the principles of the Care Act, and the Mental Health Act. Brent Council will in partnership with health colleagues, continue to review those clients currently subject to Section 117 aftercare, receiving high costed packages of care (POC). The aim being to ensure the package is proportionate, safe and prevents learned dependencies by empowering clients to live more independent lives through increasing opportunities in the communities.

Section 117 MHA requires Integrated Care Boards (ICB) and local Adult Social Care Authorities to provide aftercare services to individuals who have been compulsory detained in a hospital for treatment under sections 3,37,45A,47 or 48 of the Mental Health Act.

Aftercare services are services which are intended to meet needs arising from or related to an individual's mental condition, to prevent relapse and or the need for readmission to a psychiatric hospital for treatment of the mental disorder.

In Brent we have a standing funding agreement of 60% - 40% split (ASC funding the 60%)

As a result of the client's needs and associated risks, clients in this cohort tend to be some of our highest costed POC. Those POC are usually but not always

accommodation based with an attached daily support function. Whilst a high level of support may have been appropriate as part of the initial discharge plan, if the initial POC was implemented appropriately, that level of need and risk should reduce in all but those with the most entrenched illness, those with organic mental disorders or the elderly.

117 clients are entitled to regular reviews under both the Care Act and Mental Health Act. Whilst the reviews do take place regularly, usually annually, they have not always been completed in keeping with the social care model of empowerment (Care Act Principles) rather in keeping with the medical model. This model focuses on the impact and management of the illness often leading to dependency on medication and those charged with prescribing and monitoring the medication, creating loss of independence, choice, control. This is alongside an increased dependency on the placement.

Proposal:

Through targeting this client group, we believe we can empower clients, whilst reducing the financial impact on the funders.

There will be 4 elements.

- 1) Review current packages of care in partnership with the client, family members, carers and statutory partners.
- 2) Identify alternative packages with above partners.
- 3) Implement new package of care closely monitoring alongside relevant health care provider for an agreed transitions period.
- 4) Review annually or as required.

Outcome:

Savings will be achieved in two ways.

1. Supporting appropriate clients to step down from high cost, high support environments into less intense, lower supported environment by identify and engaging with community based support networks, with a focus on socialization, training and or employment.
2. Where a client cannot proceed as above, consider shared lives living arrangements combined with community based support.

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

We have currently identified 387 clients across the service subject to section 117 MHA who will be assessed as part of this process

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. The proposal will have an impact on s117 clients with a diagnosis of mental health or learning disabilities across age range and gender.

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	x	
Sex		x	
Race	x		x
Disability *	x		x
Sexual orientation		x	
Gender reassignment		x	
Religion or belief		x	
Pregnancy or		x	
Marriage		x	

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

Screening Checklist

	YES	NO
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

6. 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 aim of this focused piece of work is to positively impact on individual service users lives, supporting them to move beyond the care of ASC or take a more proactive role in the management of their care in partnership with the care provider.

The age and cultural breakdown of the identified client group is as follows:

7%= 18-25 years old.
 71%= 26-64 years old
 22%= 65-84 years of age

The cultural breakdown is as follows:

37% British Asian
 28% British Black
 23% British White
 12% Other

7. 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	The focus will primarily be on working age clients between 18 – 65. Major impact will be a move away from dependency on ASC empowering individuals to take increased control of their lives
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DISABILITY

Details of impacts identified	<p>All clients in this group will have a diagnosed mental illness or a learning disability. Therefore there may be a period of initial deterioration however clients will be supported through and post any relapse to a situation where they are able to move away from dependence on ASC empowering individuals to take increased control of their lives as appropriate.</p>
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RACE

Details of impacts identified	<p>77% of this client group identify as none white British. Therefore those of ethnic minorities background will be impacted. However as the aim of the process is to empower, giving clients choice and control the impact will be positive.</p>
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SEX

Details of impacts identified	<p>The impact on both genders will be the same with mitigation plans for female service users applied as assessors agree as needed.</p>
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Details of impacts identified	<p>The impact on both genders will be the same with mitigation plans for female service users applied as assessors agree as needed.</p>
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SEXUAL ORIENTATION

Details of impacts identified	<p>N/A</p>
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PREGNANCY AND MATERNITY

Details of impacts identified	<p>N/A</p>
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RELIGION OR BELIEF

Details of impacts identified	<p>N/A</p>
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GENDER REASSIGNMENT

Details of impacts identified	N/A
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MARRIAGE & CIVIL PARTNERSHIP

Details of impacts identified	N/A
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8. Could any of the impacts you have identified be unlawful under the Equality Act 2010?

No Brent MH& LD services will continue to ensure clients care and support needs continue to be met.

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

All clients currently subject to s117 MHA will be have been made aware of the requirements on ASC & ICB to regularly review any packages of care at the time they were placed on S117.

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

None identified

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

Following any changes to current POC, clients will be reviewed over the following 6 weeks. Any negative impact to mental health state will be identified and responded to by the relevant service as is the current situation

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

As above reviews post any changes to POC

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.

The primary aim of the project is to empower individuals with a mental health or learning disability diagnosis to have more control over their lives, by moving away from a maintenance model, supporting individual in their current state to support personal and emotional growth. Offering this client group the opportunity to thrive. As will all adults there will be challenging times in individual clients lives and ASC will continue to support clients through these times, with the aim of supporting clients to learn from these experiences, as opposed to protecting them from these experiences, in keeping with the human experience.

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

SECTION F – SIGN OFF

Please ensure this section is signed and dated.

OFFICER:	Leon Gooding, Head of Learning Disability and Mental Health
REVIEWING OFFICER:	Claudia Brown, Director of Social Care
HEAD OF SERVICE / Operational Director:	Claudia Brown, Director of Social Care

EQUALITY ANALYSIS (EA)

POLICY/PROPOSAL:	25/26 CHW01: Development of a more dynamic day support offer
DEPARTMENT:	Adult Social Care
TEAM:	Commissioning, Contracting and Market Management
LEAD OFFICER:	Andrew Davies
DATE:	22nd November 2023

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

SECTION A – INITIAL SCREENING

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

Overview

Brent Council is proposing to develop a more dynamic day support offer, that creates a more varied and cost-effective offer to people receiving day services.

There are two elements to the proposal. Firstly, a strategic shift to promote a sessional use of day opportunities and a more flexible offer; individuals and their families, dependent on their care needs will have the choice of support through building based and/or more community-based offers. Secondly, to deliver this the proposal includes closure of the New Millennium Day Centre, offering people attending that centre alternative service provision.

Before doing this, the two strands of work will be engaged and consulted on. Specifically, changes proposed for the New Millennium Day Centre will be formally consulted on with those who use the centre, their families or carers and staff. The consultation will be targeted at those directly affected by the proposed closure but will also be made available to wider interest groups, Adult Social Care service users and the public in Brent.

It has been confirmed, following the completion of the public consultation, that New Millennium Day Centre will remain open. However its use will change as it will become the new location for the community wellbeing project that is currently being delivered from Bridge Park. Further work will be done in the coming months with users at New Millennium to determine how adult social care services will continue to be delivered from the site, using valued resources such as the art room and kiln, but being co-located with the community wellbeing project. A further consultation and engagement exercise will be planned to do this work, and service users will be properly informed of this plan in the coming weeks.

The wider proposals for a strategic shift to develop more community based, flexible opportunities will be engaged over through the co-production of a new strategy for day opportunities. This will include all interested parties in Brent, with the materials being made available on line and with targeted sessions for those who already use services and their families or carers, interest groups such as those who represent older or disabled people and the providers of services.

Proposal

Day opportunities provide a vital part of many service users' care, ensuring that their wider health and wellbeing is supported alongside personal care needs. When the right care is provided this can increase the level of independence someone has and meet their holistic needs in a person-centred way.

The wrong care however can have the opposite effect, and more traditional forms of day care can increase the level of dependency unnecessarily and replace involvement in wider society that people could have through employment, volunteering or involvement in other parts of community life and culture.

Traditional services can also be limited in the way that they meet people's personal or cultural preferences, something that is incredibly important in a borough as diverse and ever changing as Brent.

The proposal is to develop a more varied and cost-effective offer for the people in Brent. This will promote sessional use of day opportunities and a more flexible offer. Individuals will continue to have access to building based services but will also have greater access to more community-based offers. Some people will be able to have a direct payment and use this to purchase the day opportunities that they wish to attend, when they want to attend them, including accessing services in the evenings and weekends if this fits with their care and support needs.

This savings proposal builds on work already underway and will consolidate this into a co designed day opportunities strategy with people who use services, their families, and the wider voluntary and community sector, alongside wider council provision at a neighbourhood level. It will include an expansion of provision in the north of the borough with the provider market offering more sessions where there is a lack of provision, particularly for older people.

The proposal includes transitioning some people from the New Millennium Day Centre and offering people attending that centre alternative service provision, either within Brent's in-house service based at John Billam Resource Centre if that will meet their needs, or from an external provider and/or other community activities. This can be a commissioned service, or where appropriate, paid for with a direct payment so that the person can purchase their own day support in the most flexible way.

Savings will be achieved in two main ways:

(i). The proposed transition to a single council owned day service through the closure of the New Millennium Day Centre, with some service users transferring to the John

Billam Resource Centre or external day opportunities providers. It is estimated that through reduced staff and building costs, this will save the Council £500k. Whilst the centre will remain open, there will be a saving to the adult social care budget through a reduction in its use, and the running of the building being taken on as part of the community wellbeing project.

(ii). Utilising a wider range of services and creating sessional models of support. Direct Payments will be the primary method of funding care this way, enabling service users to use their personal budgets to commission care that meets their needs in the way that they want. Further work is needed to estimate the savings from this approach, including:

- Full review of service users, to have a clear understanding of the number of people that will require ongoing, traditional care day, for whom a Direct Payment wouldn't be appropriate.
- To understand the saving (even on an average basis) for each person that moves to a Direct Payment.

The reviews will be strengths based and consider all elements of a person's needs including the transport eligibility and requirements. To support this work staff will have access to updated transport guidance and information, advice and guidance on available service provision within the borough.

This model will deliver better outcomes for people as well as delivering savings through:

- Person centred planning that supports individual choice and strengths
- Opportunities to make a positive contribution including employment and volunteering
- Enablement focus including clear links with reablement and travel training
- Accessible community opportunities are available at a range of times including weekends and evenings
- A clear information and advice offer of what is available
- Every person travelling as independently as possible
- Maximised use of community assets
- Focus on flexible support not services, but ensure there is a viable day opportunities market
- Providing support and respite for carers
- Increase the proportion of people who use services and carers, who reported that they had as much social contact as they would like (ASCOF 23/24 Metric 5A)
- Increase the proportion of people who use services who receive direct payments (ASCOF 23/24 Metric 3D)
- Right-sizing day opportunity packages for people, reducing the hours of care that are not benefiting people.
- De-commissioning building base provision where there is no longer demand for it due to alternative, better matched, provision.

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

There are currently 320 people registered to use day services in Brent. Of these, 68 people currently attend the New Millennium Day Centre for part or all of their support.

There are 4,335 people in Brent receiving Adult Social Care services. As the number of people attending day services has reduced since the Covid pandemic it is possible that some of this wider group of social care users may benefit from a service and would/could access it if the service offer changed to better meet their needs. This could include some people already using Direct Payments.

The consultation process for the New Millennium Day Centre will ensure that any changes implemented fully take into account service user and carer views. Should the proposal be approved, service users will have their needs reviewed and be supported to find alternative support that meets their needs and promotes independence.

15. 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. The proposals for the New Millennium Day Centre will have an impact on people with a disability and older people who receive a service from the centre. In considering the closure, the impact on these groups has been fully considered. The proposals for the wider market will also impact people with a disability and older people who are eligible for Adult Social Care services and who may currently access services, or may do should that offer change to better meet their needs. Whilst there would be no immediate impact or change of provision, longer term the way their needs are met may change.

16. 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		x
Sex		x	
Race	x		x

Disability *	x		x
Sexual orientation		x	
Gender reassignment		x	
Religion or belief		x	
Pregnancy or		x	
Marriage		x	

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

Screening Checklist

	YES	NO
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.

There are 320 people currently registered to use day services. 68 of these 320 access the New Millennium Day Centre for some or part of their service.

It is the 68 people who will be most affected by the proposed changes as they will be supported to find alternative provision should the New Millenium Day Centre be closed following the consultation. Any alternative service will continue to meet assessed need and take into account the needs of carers. For some people this will continue to be a service provided by Direct Services and for others this could be an

alternative commissioned service, or the use of a Direct Payment to purchase an alternative offer.

The remaining 252 people would be unlikely to notice any immediate impact of the wider changes proposed, as existing service user placements will not be affected. Service users when reviewed may notice workers talking to them about alternative options available but would not be required to make any change to their current service unless this was their preference.

Brent Council holds the following information on those 68 people as follows:

Age profile

18-64 - 49
65-74 - 9
75-84 - 6
85+ - 4

Service user group

Learning Disability - 53
Physical Support and Disability – 7
Older people/disability - 8

Ethnicity

Asian or Asian British - 19
Black or Black British - 20
White - 27

Gender

Male - 37
Female - 31

The profile of the entire 320 people attending services is as follows:

Age profile

18-64 - 236
65-74 - 26
75-84 - 28
85+ - 29

Service user group

Learning Disability - 209
 Physical Support and Disability – 99
 Memory and Cognition - 8
 Mental Health – 2
 Sensory Support - 2

Ethnicity

Asian or Asian British - 119
 Black or Black British - 94
 White - 88

Gender

178 are male (56%)
 142 are female (44%)

This differs from the wider Adult Social Care population where 56% of the people accessing services are female and 44% are male.

It is recognised that day opportunities are valued by many people using the services and their carers. The right support can increase independence and meet social, recreational and wellbeing needs. However, some more traditional forms of day service can increase dependency and deprive people of the opportunity to be more involved in their wider community and the opportunities that holds including employment, volunteering or other social and culture experiences. Services can also be limited in the way that they meet people’s personal or cultural preferences, something that the proposal seeks to improve.

The proposal for a more dynamic day support offer therefore is made with the intention of creating greater positive opportunities for people within the diverse community.

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

<p>Details of impacts identified</p>	<p>The majority of people using day services are younger disabled people (under 65). Therefore the impact will be predominantly for this working age cohort rather than older people. Older people are therefore not disproportionately impacted by this</p>
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	<p>proposal but there will be 83 older people using day services who are affected.</p> <p>For the wider group of people attending day services (who do not access New Millennium Day Centre) the impact will be very limited as the plans do not involve existing service users changing their service unless at a future review they choose to access a different offer.</p> <p>For those who use New Millennium Day Centre (19 of the 68 people are 65 and over) the impact will be one of disruption should the centre close as people will be supported to find an alternative service. This will be done following a person centred review and will continue to meet the person's assessed care and support needs.</p>
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DISABILITY

<p>Details of impacts identified</p>	<p>The majority of people using day services have a disability and therefore the proposed changes will have a greater impact on disabled people as they are the main cohort accessing the services. For the wider group of people attending day services (who do not access New Millennium Day Centre) the impact will be very limited as the plans do not involve existing service users changing their service unless at a future review they choose to access a different offer.</p> <p>For those who use New Millennium Day Centre (60 of the 68 people have a disability) the impact will be one of disruption should the centre close as people will be supported to find an alternative service. Some of the people will be able to continue to be supported by Direct Services' remodelled offer (using John Billam and the wider community) and therefore may feel less disrupted as some of the staff will be familiar for example. Some already use the John Billam as they have part of their service each week across the two buildings. For others, workers will review their needs and work with the person and their family to find an alternative offer that meets their assessed needs. The intention is this should be flexible and offer the outcomes people need. It is also possible that some people may have further to travel to their new service depending on choice and availability. These impacts will be considered as part of the consultation process and feed into the final decision making.</p>
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RACE

<p>Details of impacts identified</p>	<p>Two thirds of the 320 people currently using day services are from an ethnic minority background. People from ethnic minority backgrounds will therefore be impacted by the proposals, but the intention is that many of these impacts will be positive – offering people more choice and flexibility in future should they have a preference for a different service. Current service users will not be impacted unless they choose to make that change.</p> <p>It should also be noted that the proposal aims to provide access to services which can better meet people’s cultural needs. A move from the traditional model of day services should better meet some of the needs of people who currently do not, or cannot, attend services because they are not seen to meet their needs appropriately. This will include some of the more recently emerging communities in Brent.</p> <p>Of the 68 people currently accessing New Millennium Day Centre 57% are from ethnic minority backgrounds. The impacts will be the same as for people with a disability including disruption should the centre close and some people potentially having further to travel to their new service depending on choice and availability. These impacts will be considered as part of the consultation process and feed into the final decision making and the mitigations will be the same in terms of the support that will be offered to find appropriate alternatives. The intention remains that the alternatives should be positive with more choice and flexibility, with services able to meet needs within local communities.</p>
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SEX

<p>Details of impacts identified</p>	<p>Whilst there is a variation, and more male service users currently use day services as a whole, the impacts on both male and female service users will be the same and the same mitigations apply to both females and males.</p> <p>Of the 68 people currently accessing New Millennium Day Centre 54% are male and 46% are female</p>
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SEXUAL ORIENTATION

Details of impacts identified	N/A
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PREGANCY AND MATERNITY

Details of impacts identified	N/A
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RELIGION OR BELIEF

Details of impacts identified	N/A
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GENDER REASSIGNMENT

Details of impacts identified	N/A
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MARRIAGE & CIVIL PARTNERSHIP

Details of impacts identified	N/A
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3. Could any of the impacts you have identified be unlawful under the Equality Act 2010?

No. The Council will continue to ensure people's assessed care and support needs are appropriately met. The key focus if the New Millennium Day Centre proposal is approved will be to ensure the Council takes steps to minimise the impact on individuals, as outlined above. An individual review of needs will be undertaken for each of the people attending the centre to ensure an alternative is offered.

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

Yes. A number of engagement exercises have informed the development of the proposals and these involved people across a variety of services, forums and providers. A consultation exercise on the proposal to close the New Millennium Day Centre will run for 4 weeks weeks from 4th December 2023. All service users from

the New Millennium Day Centre and their families will be written to offering people a chance to respond to the proposed changes, and there will be a series of meetings to seek feedback from service users and their carers. A questionnaire will also be made available on line to ensure any interested parties, including groups representing disabled people or older people for example, can contribute. For those people who require it, translated copies of the consultation documents will be made available and easy read versions will also be produced.

The wider proposals for a strategic shift to develop more community based, flexible opportunities will be engaged over through the co-production of a new strategy for day opportunities. This will include all interested parties in Brent, with the materials being made available on line and with targeted sessions for those who already use services and their families or carers, interest groups such as those who represent older or disabled people and the providers of services. This work will take between December and March 2024.

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

The New Millennium Day Centre consultation responses and impacts will be analysed to inform the final proposals and decision making.

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

The negative impact of the changes will potentially be for attendees of the New Millennium Day Centre if the proposal to close the centre is approved. For some people they will experience disappointment, loss or concern about a change to their service. Some people may also be required to travel further to an alternative. The mitigation for both of these impacts will be that individual reviews will be undertaken with people and the workers will ensure that the Council continues to fulfil its statutory obligations to provide access to an appropriate service. People will continue to get their needs met and workers will consider the location of alternative services when helping people plan. By offering people more flexibility and the opportunity to take a Direct Payment this may reduce the need to travel any further than they currently do.

It is necessary for the Council to ensure it has sustainable services and is able to deliver services within a reducing budget. These proposals will enable Adult Social Care to continue to meet its statutory requirements, so whilst a small number of people may be impacted by having a change to their service there will be a benefit to the wider population who use Adult Social Care provision in ensuring service provision overall remains viable.

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

Each service user currently attending the New Millennium Day Centre will be monitored through their individual reviews. This will ensure that their needs and outcomes continue to be met.

The alternative offer and outcomes of the 68 people attending the New Millennium Day Centre will be tracked if the service closes. In addition, the wider utilisation of day services will be monitored. In this way any changes or trends over time can be demonstrated, such as increases in the use of Direct Payments.

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.

The potential negative impacts relate to those 68 people currently accessing the New Millennium Day Centre. Despite the potential negative impacts, the intention is to proceed with the consultation on the proposal to close the centre. This is because:

- The Council is required to make savings and maintain sustainable services
- There are positive impacts of the proposal for a wider number of people in Brent including greater choice and flexibility
- The negative impacts can be mitigated as follows:
 - each service user attending the New Millennium Day Centre will have a review to establish their current support needs and ensure alternative provision appropriately meets need
 - the Opportunity to take a Direct Payment will offer flexibility which should limit the need for people to travel further where they do not wish to do so.
 - should the proposal be approved, any specific impacts the consultation highlights will be taken into account during the implementation

The positive impacts relate to a greater choice and flexibility for people who use services. To enhance these, the intention is to ensure there is a good source of information, advice and guidance for people seeking a new service offer. This should be accessible to all service users including those who want to use a Direct Payment and also to staff who will be guiding and supporting service users to find an appropriate service or activity in the community.

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

SECTION F – SIGN OFF

Please ensure this section is signed and dated.

OFFICER:	Andrew Davies, Head of Commissioning, Contracting and Market Management, Adult Social Care
REVIEWING OFFICER:	Claudia Brown, Director of Social Care
HEAD OF SERVICE / Operational Director:	Claudia Brown, Director of Social Care

EQUALITY ANALYSIS (EA)

POLICY/PROPOSAL:	Review of Housing Related Support Contracts
DEPARTMENT:	Adult Social Care
TEAM:	Commissioning, Contracting and Market Management
LEAD OFFICER:	Andrew Davies
DATE:	29 th November 2023

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

SECTION A – INITIAL SCREENING

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

The council is currently funding six-housing related support (HRS) contracts. The contracts are:

- Homelessness and ex-offenders
- Generic Floating Support
- Handyperson Service
- Mental health accommodation-based Services.
- Domestic violence refuges and single woman with complex needs
- Young person accommodation-based service.

To be eligible for this support individuals are not required to be assessed for adult social care. All these contracts provide a non-statutory service and cover a range of ages.

The proposal is to review these contracts to see where there are areas that could be streamlined, contracts reduced and / or funded from other sources to enable the department to focus spend on Care Act responsibilities. The contracts will be reviewed to consider their impact on outcomes for the residents of Brent, areas of potential duplication with other services, and the responsibilities of other agencies including support that should be provided as part of wider housing support including support linked to housing benefits for some social housing providers. It is not anticipated that any service will cease in its entirety but possibly reduce or be delivered and accessed in a strength-based model.

The outcome of the review and any subsequent contract variations would need to coincide with the 3-year break clause in each contract (April 2025 for all except Generic Floating Support, which is April 2026). The review would also consider the outcome of the review of each contract and the service provided and full consideration of consequences of reducing spend on these services. The outcomes from each service will be reviewed and quality assured and proposals for reductions brought forward for approval.

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

All these contracts are a non-statutory service however the individuals who may be referred or self-refer will have a degree of vulnerability and risk.

Individuals who may be referred to these services include:

- Single Homeless people between ages of 18-60
- Socially excluded individuals.
- Ex-Offenders
- People with substance issues
- Mental health (low level)
- Learning Disability (low level/medium)
- Women fleeing DA who may require some low-level support as part of their resettlement following a move on from a refuge or other safe DA supported accommodation.
- Have an identified need for a Handyperson Service and be unable to undertake these tasks themselves.
- Considered vulnerable due to age, disability, chronic health condition or other social issues.
- Being at risk of exploitation or harm from others, including domestic violence/abuse
- Have a learning disability.
- Young people ages 18-21 who require accommodation and housing related support.

Across all 6 HRS contracts they deliver a total of 2,820.50 hours of housing related support. 375 units of accommodation are also available across 4 of the contracts.

20. 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. Whilst the review of the contracts is to identify efficiencies such as duplication of services and it is not anticipated that any service will cease in its entirety, as some services may reduce or change it could have an impact on people who use the services from protected groups.

21. 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		x	
Marriage		x	

22. Please complete **each row** of the checklist with an "X".

Screening Checklist

	YES	NO
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	
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**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

8. 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 6 HRS contracts deliver a total of 2,820.50 hours of housing related support. 375 units of accommodation are also available across 4 of the contracts. This support is intended to be short in duration and should not exceed 2 years for any accommodation-based support. This service is to ensure people are able to manage in the community and is a preventive service.

Age and gender Profile to access the current contracts:

Homelessness and ex-offenders
All ages and not gender specific.

Generic Floating Support
18-60 and not gender specific.

Handyperson Service
50+ and not gender specific.

Mental health accommodation-based Services.
18-65 and not gender specific.

Domestic violence refuges and single woman with complex needs
All ages and female only.

Young person accommodation-based service
18-21 and not gender specific.

The council receive a set of quarterly KPI's that indicate the characteristics of individuals using the service during that period.

The impact on any changes to specific contracts could adversely affect a specific gender or age category should a service be decreased in any way. This could result

in an increased waiting time to be able to access a service. Waiting longer could also increase the level of need and therefore when services are accessed, they are required for longer. This could impact negatively on the length of time an individual may have to wait to access these support services particularly if there were to be a spike in demand.

9. 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	<p>The majority of support hours and accommodation provided from the HRS contracts is for individuals between 18-60. Two contracts provide a service for older individuals, these being, one up to the age of 65 (Mental Health) and one with no upper age limit (Handy person). The Young person’s contract only supports individuals between 18-20.</p> <p>The two contracts at each end of the spectrum in terms of age (Handy person and young person’s service) also have smaller amounts of support and could therefore be disproportionately affected should these contracts be reduced in any way.</p>
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DISABILITY

Details of impacts identified	<p>Whilst the Housing Related Support contracts are not provided specifically for people with disabilities, and our data on the provision of these services for people with disabilities is poor, one of the actions that will be concluded as part of the review will be to undertake some work to identify those people with disabilities using services. This will help gain a better understanding of the potential impacts should changes be made to the services commissioned.</p>
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RACE

Details of impacts identified	N/A
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SEX

Details of impacts identified	<p>Out of the six contracts only one is gender specific and this being the Domestic violence refuges and single woman with complex needs service. This contract provides 200 support hours per week across 32 units to vulnerable woman.</p>
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SEXUAL ORIENTATION

Details of impacts identified	<p>N/A</p>
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PREGANCY AND MATERNITY

Details of impacts identified	<p>N/A</p>
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RELIGION OR BELIEF

Details of impacts identified	<p>N/A</p>
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GENDER REASSIGNMENT

Details of impacts identified	<p>N/A</p>
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MARRIAGE & CIVIL PARTNERSHIP

Details of impacts identified	<p>N/A</p>
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10. Could any of the impacts you have identified be unlawful under the Equality Act 2010?

No. All of the HRS contracts are a non-statutory service. The main issue with the changes proposed is that the council takes steps to minimise the impact on individuals, as outlined in the EIA, and that these services continue to be provided but this may be achieved in a different way and outside of the current contract.

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

A random selection of 1% of individuals who have recently used, are using or have been in the services over the stated period will be engaged to provide feedback on the quality of the support and its specific outcomes.

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

There is more work to be done on understanding the Housing Related Support cohort of service users, as set out above. Further work will be done to improve the demographic data held and monitoring of services users' characteristics (especially disability) to help inform the review and how services look going forward.

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

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

The impact of the policy will be monitored in a number of ways –

- Monitoring the number of service users being referred into each of the contracts.
- Monitor the length of time each person utilises the service and what outcomes have been achieved against each contract.
- Monitor the age and gender of referrals into each of the contracts.
- Monitoring and record the capacity of each service including any waiting lists. Identify any themes from an increased waiting list and work with the providers and other stakeholders to ensure a clear pathway out of the service to ensure maximum capacity at any point in time.

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.

The mitigating actions are set out in this EIA, but include –

- No plans to cease any of the contracts in their entirety.
- Establishing other ways of delivering the same support where this is a duplication.
- Monitoring and evaluating the impact of the changes over time.

SECTION D – RESULT

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

A	CONTINUE WITH THE POLICY/PROPOSAL UNCHANGED	
B	JUSTIFY AND CONTINUE THE POLICY/PROPOSAL	x
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
Improve recording and monitoring of demographic information of service users to inform planning, and shape of HRS contract review.	Better demographic information, to inform decisions around contract review	Andrew Davies	Aug 2024

SECTION F – SIGN OFF

Please ensure this section is signed and dated.

OFFICER:	Andrew Davies, Head of Commissioning, Contracting and Market Management, Adult Social Care
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REVIEWING OFFICER:	Claudia Brown, Director of Social Care
HEAD OF SERVICE / Operational Director:	Claudia Brown, Director of Social Care

EQUALITY ANALYSIS (EA)

POLICY/PROPOSAL:	24/25 CYP01: Contract for the Provision of a Targeted Service that Promotes Education, Employment and Training for Young People
DEPARTMENT:	Children and Young People
TEAM:	Commissioning and Resouces, Forward Planning, Performance and Partnerships Service
LEAD OFFICER:	Sharon Buckby, Head of Inclusion Service and Head of Brent Virtual School Tanuja Saujani, Children's Commissioning Manager
DATE:	04/07/2023

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

SECTION A – INITIAL SCREENING

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

- | |
|---|
| <p>a. This EIA is in relation to the procurement of a contract for Provision of a Targeted Service that Promotes Education, Employment and Training for Young People</p> <p>b. The Education and Skills Act 2008 places a duty on Local Authorities to secure sufficient suitable education and training provision for young people aged 16 to 19 and for those aged up to 25 with an Education, Health and Care Plan. Under the Education Act 2011 the local authority retains a duty to encourage, enable and/or assist young people's participation in education or training. The local authority is required to assist the most vulnerable young people and those at risk of disengaging with education or work. Local Authorities are also required to lead the September Guarantee process through which young people are guaranteed a place in education, employment and training after year 11 or 12.</p> |
|---|

- c. The local authority also has a duty to track all young people's participation and regularly report on current activity to identify young people who are not participating in education, employment or training. The DfE guidance and advice to local authority's around Raising the Participation Age (RPA) refers to the local authority's statutory responsibility to promote participation and support young people aged 16 and 17 into education and training. This promotion and support is measured through the DfE quarterly LA scorecard on NEET and 'not known' performance.
- d. To deliver the Local Authority's statutory responsibilities the Council commissions an external provider. The current contract is with Prospects Services and expires on 31 March 2024.

The service delivers:

- The Local Authority's statutory duty ensuring young people who are not in education, employment and training (NEET), aged 16-18 years old and up to 25 with an Education, Health and Care Plan, receive relevant information, advice and guidance in order to be supported to a successful transition into post-16 education, employment and/or training. In Brent, this includes those young people who are new to the borough, as well as young people attending out-of-borough Alternative Provision settings, who have been excluded from mainstream school and are vulnerable to becoming NEET. In order to meet these statutory requirements, the local authority has to confirm destinations for over 8000 Brent 16 and 17 year olds on an annual basis to meet the DfE 3 month scorecard requirements. In addition, checks are required every 6 months for those in employment and every 3 months for young people who are NEET.
 - a full active tracking, matching and support service for young people into education, employment and training using a client caseload information system.
 - an Information Advice and Guidance hub 5 days a week
 - a targeted intensive non-statutory service to promote Education, Employment and Training (EET) to vulnerable groups.
 - an outreach programme to target those in the NEET cohort, whose situation is currently not known, in order to achieve full participation in education/employment/training
- 1.5 Since the DfE Scorecard has been published, Brent has consistently achieved quintile 1 performance which signifies it is in the top 30 local authorities in England for combined NEET and not known figures. This performance places Brent second compared with its 10 other statistical neighbours. In 2022/23 Brent's NEET and Unknown and Combined NEET performance measures were good during the reporting period Dec 2022 to Feb 2023 the 3 months average figures (DFE Scorecard will be published later in the year confirming borough quintile performance). Key performance indicators are as follows:

	LA Target 2022/2023	Prospects Achievement 2022/2023
NEET	1.50%	1.40%
Unknown	1.20%	0.90%
NEET & Unknown Combined	2.70%	2.30%

1.6 The proposed new commissioned service will deliver a full tracking service to meet the Local Authority's statutory responsibilities as outlined in paragraph 31 to 3.3 to ensure young people who are not in education, employment and training (NEET), aged 16-17 years old and up to 25 with an Education, Health and Care Plan receive relevant information, advice and guidance in order to be supported to a successful transition into post 16 education, employment and/or training. In addition the service will also deliver an intensive targeted service to promote Education, Employment and Training (EET) to vulnerable groups.

The vision is that the new service:

- provides high quality impartial information, advice and guidance in relation to services supporting vulnerable young people in making effective transitions into Education, Employment or training
- helps the borough reduce the numbers of young people not in education, employment and training and reduce not known (unknown) and ensure that young people are supported to enter and remain in learning or employment.
- Tracks and records all young people's participation post-16 on the Integrated Youth Support System database in order to ensure there is reliable data available centrally on young people at risk of being NEET.
- works closely with the council's statutory provisions including YOS, Inclusion Service, Brent Virtual School and children's services teams to identify young people most vulnerable to being in the NEET group.

Officers are recommending a contract term of 5 years (3 years with the option to extend by 2 x 12 months) from 1 April 2024 to 31 March 2029.

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

Children and Young People
 Parents/Carers/guardians
 Schools and other education settings
 Practitioners working with Children and Young People

25. Is there relevance to equality and the council's public sector equality duty? If your answer is no, you must provide an explanation.

Yes

26. 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	Neutral/None	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		

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

SCREENING CHECKLIST		
	YES	NO
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

15. 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.

Year - April 2022 – March 2023)

Approximate Statutory Duty Cohorts sizes

	Approx Cohort	Activity Survey	September Offer	NEET / Unk RPA
Year 11	3200	3200	3200	3200
Year 12	4000		4000	4000
Year 13	4100			4000
Total	11300	3200	7200	11200

NEET (DFE cohort Brent Residents)

There are currently 115 young people NEET in Brent (23/06/23) - this fluctuates each month and is in constant churn (young people moving in and out of this category). There is currently 16% of the NEET group that are not available to the labour market due to a range of issues including ill health and a range of complex and multiple issues the young people face.

In 2022 there were 3302 Year 11 and 3980 Year 12 (combined cohort of 7282). The current service successfully supported young people in the borough to obtain offers with 97.6% of young people achieving this.

Year 11 Activity Survey – 2022 Leavers (snapshot date 01/11/22)

There were 3291 young people in this cohort 98.1% are participating, 35 (1.1%) young people not settled (including NEET) and 21 (0.6%) unknown. 37% of the young people from this cohort were educated outside of Brent relying on strong partnership working and multilayer attempts at contacting young people.

16. 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	The service will provide information, advice and guidance and intensive support for identified vulnerable young people not in education employmet and training (NEET) who would benefit from early intensive support and will impact equally on all young people irrespective of age.
DISABILITY	
Details of impacts identified	The service will provide information, advice and guidance and intensive support for identified vulnerable young people not in education employmet and training (NEET) who would benefit from early intensive support with a focus on any barriers that they may face to help the overcome them.
RACE	
Details of impacts identified	The service will provide information, advice and guidance and intensive support for identified vulnerable young people not in education employmet and training (NEET) who would benefit from early intensive support with a focus on any barriers that they may face to help the overcome them.
SEX	
Details of impacts identified	The service will provide information, advice and guidance and intensive support for identified vulnerable young people not in education employmet and training (NEET) who would benefit from early intensive support with a focus on any barriers that they may face to help the overcome them.
SEXUAL ORIENTATION	
Details of impacts identified	The service will provide information, advice and guidance and intensive support for identified vulnerable young people not in education employmet and training (NEET) who would benefit from early intensive support with a focus on any barriers that they may face to help the overcome them.
PREGANCY AND MATERNITY	
Details of impacts identified	The service will provide information, advice and guidance and intensive support for identified vulnerable young people not in education employmet and training (NEET) who would benefit from early intensive support with a focus on any barriers that they may face to help the overcome them.
RELIGION OR BELIEF	
Details of impacts identified	The service will provide information, advice and guidance and intensive support for identified vulnerable young people not in education employmet and training (NEET) who would benefit

	from early intensive support with a focus on any barriers that they may face to help the overcome them.
GENDER REASSIGNMENT	
Details of impacts identified	The service will provide information, advice and guidance and intensive support for identified vulnerable young people not in education employment and training (NEET) who would benefit from early intensive support with a focus on any barriers that they may face to help the overcome them.
MARRIAGE & CIVIL PARTNERSHIP	
Details of impacts identified	The service aims to improve outcomes for all young people.

17. Could any of the impacts you have identified be unlawful under the Equality Act 2010?

No

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

Consultation has been undertaken with internal stakeholders including Children and Young People service areas and the Council's Employment and Skills services to identify any gaps in service provision. The development of the proposed service has been informed by the SEND Strategy 2021-25, the Youth Strategy 2021-23, the Borough Plan Moving Brent Forward, The Brent Black Community Action Plan 2020 (priorities under skills and enterprise, employment and early intervention and The Brent Poverty Commission Report 2020 (under improving local earnings), all of which provided useful insights into the importance of access to education, employment and training opportunities for young people to make successful transition into adulthood.

The Brent Local Offer is regularly reviewed with the Parent Carer Forum on the suitability of presentation, content and format to ensure that families can access the right information in the right way to access the appropriate services they need in Brent. This includes information about the information advice and guidance services commissioned by the LA.

Service user feedback has been reviewed and incorporated into service development

Children and young people will be trained to participate in the formal tender evaluation process and their feedback will help inform the outcome of contract award.

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

N/A

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

This service will align with other support services such as the Council's Employment and Skills service to reduce duplication in the system.

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

Robust contract monitoring processes will be put in place to monitor outcomes and impacts and to inform future delivery. This includes regular feedback from service users, monitoring complaints and compliments received, service data analysis and contract monitoring meetings.

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.

Any provider will be required to maintain diversity monitoring information which will be reviewed as part of the quarterly contract monitoring processes and will inform the future planning of services.

Approaches to consultation and engagement will continue to be reviewed with the provider to enhance local services.

SECTION D – RESULT

<i>Please select one of the following options. Mark with an "X".</i>		
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
Establish a clear implementation plan and contract review plan, working with the stakeholders	To mitigate negative impacts	Tanuja Saujani	January 2024

SECTION F – SIGN OFF

Please ensure this section is signed and dated.

OFFICER:	Tanuja Saujani
REVIEWING OFFICER:	Yasin Patel
HEAD OF SERVICE:	Sharon Buckby, Head of Inclusion Service and Virtual School

EQUALITY ANALYSIS (EA)

POLICY/PROPOSAL:	24/25 CYP04: Reduction in school improvement funds in Setting and School Effectiveness Service.
DEPARTMENT:	Children and Young People
TEAM:	Setting and School Effectiveness Service
LEAD OFFICER:	Jen Haskew
DATE:	20 November 2023

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

SECTION A – INITIAL SCREENING

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

Reduction in school improvement funds in the Setting and School Effectiveness Service. The general fund contributes to targeted school improvement activity following the withdrawal of the DfE School Improvement and Brokering grant.

Most of the funding for schools is delegated to school budgets. However, school improvement funds held by the LA are utilised for targeted school improvement activity.

The reduction will not impact on staffing. It will reduce the money available to support schools that need to improve rapidly.

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

Some schools are targeted by the service to make rapid improvement. This fund is used to fund some of the necessary school improvement activity if the school does not have enough funds in their own budget.

Without this funding there may be a negative impact on the quality of some schools that are already struggling to meet required standards.

30. 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.

This funding pays for support for school leaders. It is not targeted directly towards any group with a protected characteristic.
If the school pupil outcomes are less than expected, then the required improvement work will be impacted on by a potential lack of available funds. However, this is a reduction in funds not a removal of all funds.

31. 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		x	
Marriage		x	

32. Please complete **each row** of the checklist with an "X".

Screening Checklist

	YES	NO
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

22. 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 impact is mitigated by the fact that the funding pays for the leadership of schools and does not contribute directly towards resources for children.

23. 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	Potential to impact on quality of education for all pupils in some schools.
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DISABILITY

Details of impacts identified	Potential to impact on quality of education for all pupils in some schools.
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RACE

Details of impacts identified	Potential to impact on quality of education for all pupils in some schools.
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SEX

Details of impacts identified	Potential to impact on quality of education for all pupils in some schools.
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SEXUAL ORIENTATION

Details of impacts identified	Potential to impact on quality of education for all pupils in some schools.
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PREGANCY AND MATERNITY

Details of impacts identified	N/A
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RELIGION OR BELIEF

Details of impacts identified	Potential to impact on quality of education for all pupils in some schools.
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GENDER REASSIGNMENT

Details of impacts identified	Potential to impact on quality of education for all pupils in some schools.
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MARRIAGE & CIVIL PARTNERSHIP

Details of impacts identified	N/A
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24. Could any of the impacts you have identified be unlawful under the Equality Act 2010?

No

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

No

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

None

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

With a reduction in funding the service will need to deliver within budget.

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

Pupil outcomes
Ofsted outcomes

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.

The reduction in funding available will need to be disseminated to the SSES team to enable them to work within available budget.
School leaders to be made aware that the service has a reduction in funds.

SECTION D – RESULT

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

A	CONTINUE WITH THE POLICY/PROPOSAL UNCHANGED	X
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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
Monitor Ofsted outcomes	Any negative impact to be identified at earliest point and mitigators considered in partnership with school leaders.	JH	Ongoing practice
Monitor pupil outcomes	Any negative impact to be identified at earliest point and mitigators considered in partnership with school leaders.	JH	Ongoing practice

SECTION F – SIGN OFF

Please ensure this section is signed and dated.

OFFICER:	Jen Haskew
REVIEWING OFFICER:	Shirley Parks, Director of Safeguarding Performance and Strategy
HEAD OF SERVICE / Operational Director:	Shirley Parks, Director of Safeguarding Performance and Strategy

EQUALITY ANALYSIS (EA)

POLICY/PROPOSAL:	24/25 CYP05: Budget Options- Looked After Children Services
DEPARTMENT:	CYP
TEAM:	Looked After Children and Permanency Service
LEAD OFFICER:	Kelli Eboji, Head of Service
DATE:	13th December 2023

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

SECTION A – INITIAL SCREENING

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

The proportion of the CYP Department's overall saving requirement in 2024/25, relating to the management of our Contact Services for looked after children is £100,000.

Savings will be achieved by:

Forward Planning, Performance and Partnerships(B00180)

£50,000 as a result of a change of tenant responsible for managing services from the Freeman Family Centre. The current contract with Barnardo's is ending and there is scope to reduce this by £50k as part of new contract arrangements with the new tenant/provider.

LACP, Contact Team (B00519)

£50,000 as a result of reducing allocated growth to the existing contact service for children in care which operates from the Freeman Family Centre.

This area of saving is likely to be challenging due to pressures in this area relating to demand outstripping capacity and 1) the use of sessional and agency staff to enable the continued provision of supervised contact for Brent looked after children and 2) the procurement of out of borough contact facilities and supervision to enable supervised contact for children and young people who are living further away and unable to come to Brent for contact. Facilitating contact between children who are looked after and their birth family is the local authority's statutory duty under the Children Act 1989, and therefore any savings made will be reliant on getting the best value for money rather than reducing services to children and families.

Various options are being implemented and explored to achieve these savings, which include:

- Tighter financial controls on outsourced contact resources
- Clearer/tighter commissioning arrangements for external contact resources
- Exploration of increase in the number of permanent contact supervisors within the service to reduce reliance on sessional/agency contact supervisors, compared to outsourcing to external provider, or continuing with a hybrid delivery model.

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

This proposal may affect children who are looked after by the local authority and their families.

35. 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.

The relevance to equality, and our duty, is in relation to children and young people who are vulnerable and in need of protection and support. These children and young people would be placed at further disadvantage if the local authority was unable to support and facilitate contact between the children and their family.

36. 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		x	

Marriage		x	
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37. Please complete **each row** of the checklist with an “X”.

Screening Checklist

	YES	NO
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.

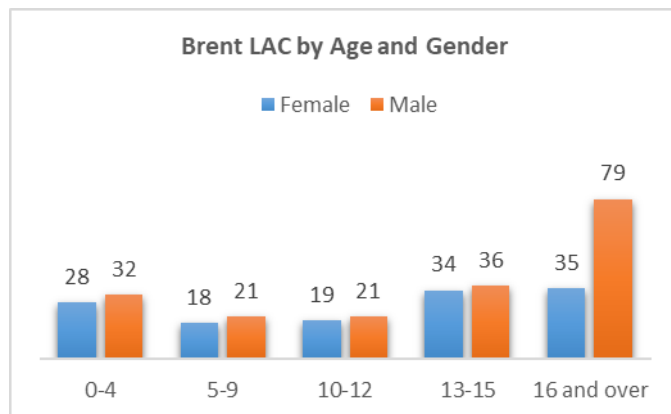
If you have answered NO to ALL of the above, then proceed straight to section D.

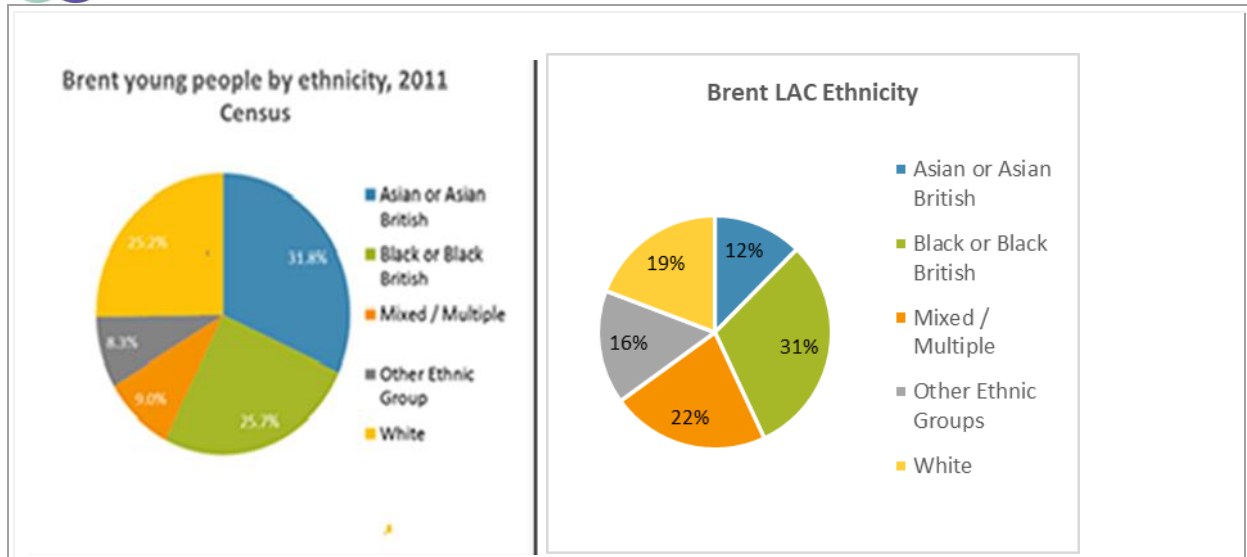
SECTION B – IMPACTS ANALYSIS

29. 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.

Information and evidence is based on the demographic of care experienced children and young people, who are already at a disadvantage because of their early childhood and care experiences.

Brent has 323 looked after children as of the 30/11/2023.





30. 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	
	<p>The Contact Team provides services for children and young people aged 0-18 years, and therefore any impact of this proposal will affect this demographic more substantially.</p> <p>Negative potential impacts:</p> <ul style="list-style-type: none"> • Unable to provide the necessary contact supervision for children and their family, resulting in children not being able to see their birth family and complaints, legal challenge/Judicial Review, reputational damage for the council. • Delays in providing contact, resulting in children not being able to see their birth family and complaints, legal challenge/Judicial Review, reputational damage for the council. • Increased pressure on social work teams to facilitate and/or source external contact supervisors and venues where this cannot be managed by the Contact Team within their given resource. <p>Positive impacts:</p> <ul style="list-style-type: none"> • Tighter financial controls in relation to outsourced services will enable enable greater scrutiny of the financial commitments we are entering into, leading to

	<p>savings from efficiency and consistency of provision across CYP services.</p> <ul style="list-style-type: none"> • Clearer/tighter commissioning arrangements for external contact resources will enable greater scrutiny of the financial commitments we are entering into, leading to savings from efficiency and consistency of provision across CYP services. • Restructuring the balance of permanent and sessional/agency contact workers gives an opportunity to have greater control over management of contact provision, and potential creates savings due to the reduction of sessional/agency spend.
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DISABILITY

Details of impacts identified	n/a
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RACE

Details of impacts identified	I have also considered that the negative impact of change, mentioned above, are more likely to impact those children from global majority backgrounds than the population at large, as children from the global majority are over represented with in the looked after population as per tables above.
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SEX

Details of impacts identified	n/a
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SEXUAL ORIENTATION

Details of impacts identified	n/a
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PREGANCY AND MATERNITY

Details of impacts identified	n/a
--------------------------------------	-----

RELIGION OR BELIEF

Details of impacts identified	n/a
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GENDER REASSIGNMENT

Details of impacts identified	n/a
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MARRIAGE & CIVIL PARTNERSHIP

Details of impacts identified	n/a
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31. Could any of the impacts you have identified be unlawful under the Equality Act 2010?

If the local authority is not able to promote and provide contact services for looked after children, the council could be deemed to be acting unlawfully.

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

No

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

A business case is currently being prepared to look at the different options available to the service in relation to reducing spend by increasing the number permanent contact workers which would reduce the reliance on agency staff. Data is currently being collated from both Finance and Contact services to inform this report.

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

Unfortunately, due to the statutory duty to provide this service, providing contact for children and families is not an option, particularly when the local authority have issued care proceedings and the family court have directed a certain level of contact.

The negative impacts that we have control over is the way in which we organise, staff, commission this service, and the aim with this piece of work is to ensure that the local authority is getting value for money and saving money through efficiencies.

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

Sept-Oct 2023- discussions with team and finance partners and collation of data to inform a Business Case.

Nov-Dec 2023- Business Case to be finalised.

Between January-March 2023 activity will focus on making the changes required

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.

Providing contact for children and families is a statutory duty for the local authority, therefore this will mean that the savings identified will have to be achieved in the way in which we organise, staff, and commission services moving forward, not by ceasing or stopping the provision of contact.

The overall aim of this piece of work is to ensure that the local authority is getting value for money and saving money through efficiencies in the way in which the service is provided, therefore having limited impact on the contact provision directly to children and families.

SECTION D – RESULT

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

A	CONTINUE WITH THE POLICY/PROPOSAL UNCHANGED	
B	JUSTIFY AND CONTINUE THE POLICY/PROPOSAL	x

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
Finalise Business Case	Proposal to Director/Corporate Director re: staffing changes in Contact Team	Kelli Eboji	31/12/2023
Information for all external contact services available in one spreadsheet(including services procured by Localities)		Elena Muller	31/12/2023
Meeting with Localities and Commissioning team to look at commissioning of adhoc external contact services		Kelli Eboji	31/1/2023

SECTION F – SIGN OFF

Please ensure this section is signed and dated.

OFFICER:	Kelli Eboji, Head of Service
REVIEWING OFFICER:	Palvinder Kudhail, Director of Early Help and Social Care

**HEAD OF
SERVICE /
Operational
Director:**

Palvinder Kudhail, Director of Early Help and Social Care

EQUALITY ANALYSIS (EA)

POLICY/PROPOSAL:	25/26 CYP01: Reduce provision from Council-run Willow Nursery (Early Help)
DEPARTMENT:	CYP
TEAM:	Early Help
LEAD OFFICER:	Serita Kwofie
DATE:	19/11/2023

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

SECTION A – INITIAL SCREENING

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

Review the Willow Nursery delivery model to ensure the provision is sustainable without funding from the General Fund as well as with the proposed reduction of the funding from the High Needs Block

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

Willow Nursery includes provision for children with SEND. A new business model could change the offer of the provision for parents, carers and their children. The new business model could also affect staff at the Nursery. The review could reduce the number of places available or increase the offer in the context of the Government's new policy to extend entitlements for 2-year-olds and babies of 9 months of age and upwards from April 2024. Any reduction in childcare capacity, at a time when the government is expanding the free entitlement offer, may make it challenging to meet targets once they are set.

40. 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, there is relevance to equality in relation to gender as women are highly represented in the staff complement in nursey school. Any potential reduction in staff numbers, is likely to disproportionately impact on female staff members. In addition to this, the potential loss of nursery provision will impact some of Brent's most

vulnerable children as the majority of places are held by children who are CIN & CP and or who have additional needs and disabilities.

41. 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		X	
Marriage		X	

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

Screening Checklist

	YES	NO
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

36. 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.

Evidence will be gathered in order to establish the new delivery model. The proposal may impact negatively upon the community and users of the Nursery as the proposed delivery model may lead to a reduction in the number of universal and targeted places available. In addition, it may also impact on female staff negatively as they form the majority of the workforce.

37. 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	The proposed model may impact on children under 5 by reducing access to good quality childcare and specialist nursery provision.
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DISABILITY

Details of impacts identified	Willow Nursery includes a SEND provision. The proposed model may impact upon children with SEND negatively. The setting also has places for CIN and CP children who could also be affected.
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RACE

Details of impacts identified	The data on ethnicity breakdown of the children on roll shows over 90% of the children that attend the provision are from an ethnic minority background. Any reduction in number of places will have a disproportionate impact on children from ethnic minority groups.
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SEX

Details of impacts identified	Women are highly represented in the staff complement at the Nursery. Any potential reduction in staff numbers is likely to disproportionately impact on female staff members.
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SEXUAL ORIENTATION

Details of impacts identified	N/A
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PREGANCY AND MATERNITY

Details of impacts identified	N/A
--------------------------------------	-----

RELIGION OR BELIEF

Details of impacts identified	N/A
--------------------------------------	-----

GENDER REASSIGNMENT

Details of impacts identified	N/A
--------------------------------------	-----

MARRIAGE & CIVIL PARTNERSHIP

Details of impacts identified	N/A
--------------------------------------	-----

38. Could any of the impacts you have identified be unlawful under the Equality Act 2010?
No

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

Engagement with stakeholders is yet to take place, but will consider all groups, particularly those likely to be most affected.

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

- Percentage of female staff at the Nursery.
- Numbers of children with SEND and CIN/CP who attend the Nursery.
- Local childcare sufficiency data which may be required to mitigate against any service reduction.
- Further detail regarding the expanded childcare provision.

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

The proposed model is likely to happen in tandem with the Government's plans to extend free childcare entitlements. From April 2024, working parents of two-year-olds will be able to access 15 hours of free childcare. From September 2024, 15 hours of free childcare will be extended to all children from the age of nine months. The new model will take into account potential funding streams that will arise from the expansion of childcare under this scheme.

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

Monitoring will be done by continually reviewing the provision in consultation with staff and users of the Nursery.

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.

The proposal will continue as the budget for the Nursery will be reduced given that it will no longer be supported by the General Fund. Provision will be reviewed and the model of operation amended, with the focus being on reducing any potential negative impact on groups with a protected characteristic.

SECTION D – RESULT

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

A	CONTINUE WITH THE POLICY/PROPOSAL UNCHANGED	X
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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
Review options for operating models	Internal decision to be made on most viable option to be taken forward	Serita Kwofie	Jan 2024
Engagement with staff	Consultation to take place and feedback considered.	TBC	Mar 2024
Engagement with Parents and Carers to seek their views	Consultation to take place and feedback considered.	TBC	May 2024

SECTION F – SIGN OFF

Please ensure this section is signed and dated.

OFFICER:	Serita Kwofie – Head of Early Help
REVIEWING OFFICER:	Palvinder Kudhail, Director of Early Help and Social Care
HEAD OF SERVICE / Operational Director:	Palvinder Kudhail, Director of Early Help and Social Care

EQUALITY ANALYSIS (EA)

POLICY/PROPOSAL:	25/26 CYP05: Barnado's Family Wellbeing Centre support service contract reduction
DEPARTMENT:	Children and Young People
TEAM:	Early Help
LEAD OFFICER:	Serita Kowfie
DATE:	28/11/2023

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

SECTION A – INITIAL SCREENING

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

To contribute to the agreed savings required we aim to reduce the Barnado's Family Wellbeing Centre (FWC) support service contract by 5% in 2024-25 financial year, and by a further 5% in 2025-26 financial year. This would provide a total saving of £62,169 over 2 financial years. The current Barnado's contract delivers a range of services within the Brent FWCs including:

- Family Support Assistant service providing direct, group and practical support to vulnerable families
- Early Years Worker service providing direct support, parenting programmes and identification of SEND needs
- Crèche provision within each FWC enabling parents to access support services such as parenting programmes, participation forums, and information advice and guidance
- Volunteering programme, providing volunteers at each FWC to help for example with administration, group delivery and peer-to-peer support.

The reduction in the support service contract will focus on the crèche provision and include mitigation options to reduce the impact on service delivery.

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

The existing crèche support service provides as and when workers for the care of young children during for example parenting programmes, participation forums and information, advice and guidance sessions. A reduction in crèche provision could prevent the parents of young children from accessing support programmes due to childcare barriers, meaning some services and support may not be accessible. In general parents accessing the creche are mums from ethnic groups reflecting the local communities the centres are located in.

45. 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 the reduction in the creche service could limit the accessibility of some services to parents, particularly impacting on women from particular ethnic groups.

46. 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	Neutral/None	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	

47. Please complete **each row** of the checklist with an "X".

SCREENING CHECKLIST		
	YES	NO
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

43. 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.

After considering the 4 elements of the Barnardo's service contract:

- Reducing the EYW service would not be viable as a x6 workers are attached to each FWC and this would impact on the wider delivery model
- Reducing the FSA service would not be viable as a x6 workers are attached to each FWC and this would impact on the wider delivery model
- Reducing the volunteering programme would not be viable as volunteers are used to co-deliver parenting programmes, cover reception when staff are on leave and provide peer-to-peer support.

Managements view is the reduction of crech provision will have the least impact on service users and the FWC delivery model. This option will also allow us to continue to provide Brent's Early Help offer and linked DfE Supporting Families, Family Hub and Best Start for Life programmes, whilst making the required savings.

44. 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	The crèche provision enables parents to participate in FWC support services. A reduction in this service could have a negative impact on families with young children who do not have alternative care options meaning some services and support may not be accessible.
DISABILITY	
Details of impacts identified	Not applicable.
RACE	
Details of impacts identified	The majority of parents accessing the creche are women from global majority ethnic groups. A reduction in creche support could prevent women from particular ethnic groups accessing services and support from the FWC.
SEX	
Details of impacts identified	The majority of parents accessing the creche are women. A reduction in creche support could prevent women accessing services and support from the FWC.
SEXUAL ORIENTATION	
Details of impacts identified	Not applicable.

PREGANCY AND MATERNITY	
Details of impacts identified	Not applicable.
RELIGION OR BELIEF	
Details of impacts identified	Not applicable.
GENDER REASSIGNMENT	
Details of impacts identified	Not applicable.
MARRIAGE & CIVIL PARTNERSHIP	
Details of impacts identified	Not applicable.

45. Could any of the impacts you have identified be unlawful under the Equality Act 2010?

No.

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

We will use the Parent and Carer Voice Forum and FWC governance arrangements to gain feedback on the proposed changes from service users. Any proposed service reduction will be agreed in partnership with the provider Barnardo's.

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

None.

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

Not applicable.

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

Monitoring will take place via:

- Ongoing engagement with the Parent Carer Voice Forum
- Reviewing FWC performance data
- FWC governance arrangements
- Barnardo's informal and formal contract monitoring
- Annual Parent/ Carer survey.

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.

Based on the analysis managements view is that a reduction in the crèche provision would have the least impact on service users and to proceed with the contract savings.

A range of mitigation measures to reduce the impact on service users have been identified:

- New processes will be put in place that minimise wasted hours of the crèche, staff are to call parents the day before a session to confirm numbers and ensure the creche is staffed accordingly.
- Reviewing the creche offer where only 1 or 2 children are booked, to support parents to look for alternative childcare such as family or friends. If this is still not viable a childminder could be used which is more cost effective.
- Make more effective use of planning so potentially multiple activities could be delivered at the same time so creche usage could be maximised and the total number of creches needed are reduced.

There will be an extension of free Early Years childcare as reported in the 2023 Budget. Currently, parents who work more than 16 hours a week and earn less than £100,000 are entitled to 30 hours free childcare a week for children aged three to four. From April 2024, working parents of two-year-olds will be able to access 15 hours of free childcare. From September 2024, 15 hours of free childcare will be extended to all children from the age of nine months. From September 2025, working parents of children under the age of five will be entitled to 30 hours free childcare per week. From September 2024, all eligible working parents of children aged nine months up to three-years-old will be able to access funding for 15 hours per week of education and care for 38 weeks of the year. We expect these changes to benefit families with young children and reduce the need for creche services.

Another option that could be explored is to offset the contract reduction with funding from the Start for Life programme and/ or other grant funding. This option would be

time-limited until March 2025 when funding for this programme ceases, but could give time to find alternative funding sources.

SECTION D – RESULT

<i>Please select one of the following options. Mark with an "X".</i>		
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
Engagement with Parent and Carer Voice Forum	Consultation to take place and feedback considered.	Liz Parton	Ongoing
Engagement with Barnardo's to see their views	Consultation to take place and feedback considered.	Simon Topping	December 2023
Crèche provision procedures to be reviewed	Staff made aware of crèche provision changes.	Simon Topping	January 2024
Make more effective use of planning	Multiple activities taking place at the same time to maximise creche usage	Simon Topping	April 2024
Access and analyse demographic information	Managers are better informed regarding the	Simon Topping	February 2024

for parents accessing the creche	potential impact on protected groups		
Extend early years child care roll out	More childcare options are available for parents	Sasi Srinivasan	Phased April 24 Sept 24 Sept 25

SECTION F – SIGN OFF

Please ensure this section is signed and dated.

OFFICER:	Serita Kwofie
REVIEWING OFFICER:	Palvinder Kudhail, Director of Early Help and Social Care
HEAD OF SERVICE:	Palvinder Kudhail, Director of Early Help and Social Care

EQUALITY ANALYSIS (EA)

POLICY/PROPOSAL:	2024-25 RS12: To increase the annual subscription price for garden waste collections from £60 to £65, an 8% increase to generate an additional income of
DEPARTMENT:	Resident Services
TEAM:	Environment and Leisure
LEAD OFFICER:	C Whyte
DATE:	29/11/2023

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

SECTION A – INITIAL SCREENING

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

This proposal seeks to increase the annual subscription charge to households for the provision of the Council's garden waste collection service. The intention is to increase the fee from £60 per annum to £65 per annum, so a £5 increase for each household that subscribes. With 20,000 subscribers, this will raise an additional £100,000 that will contribute to the Council's corporate savings programme. The service itself is long-established and will remain unchanged.

To account for individual circumstances and any difficulty in meeting costs, a 20% discount already applies if customers are in receipt of the following benefits -

- Council Tax support
- Housing Benefit
- Income related job seekers allowance
- Pension credit (guaranteed rate)
- Income support
- Universal Credit (the Housing element)

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

Anyone who has a need for the service and who may have difficulty meeting the additional cost, though concessions do apply.

50. 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.

It is important to note that the service offered does not create discrimination, harassment or any form of victimisation, rather it promotes the ease of day to day life in the borough and is well-established as a popular service offer to Brent residents and has 20,000 long-standing customers. Concessions already do apply.

51. 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		x	
Marriage		x	

52. Please complete **each row** of the checklist with an "X".

Screening Checklist

	YES	NO
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

50. 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.

This analysis assumes in some cases elderly and disabled residents have a lower income and there is a risk that the increased charge would impact on them.

51. 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	In some cases elderly residents have a lower income and there is a risk that the cost increase would impact on them. It is also assumed elderly residents may be less able to transport garden waste for composting and so may be more reliant on this collection service as an alternative to transporting waste themselves for composting.
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DISABILITY

Details of impacts identified	In some cases disabled residents have a lower income and there is a risk that the charge increase would impact on them. It is also assumed disabled residents may be less able to transport garden waste for composting and so may be more reliant on this collection service as an alternative to transporting waste themselves for composting.
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RACE

Details of impacts identified	None identified.
--------------------------------------	------------------

SEX

Details of impacts identified	None identified.
--------------------------------------	------------------

SEXUAL ORIENTATION

Details of impacts identified	None identified.
--------------------------------------	------------------

PREGANCY AND MATERNITY

Details of impacts identified	None identified.
--------------------------------------	------------------

RELIGION OR BELIEF

Details of impacts identified	None identified.
--------------------------------------	------------------

GENDER REASSIGNMENT

Details of impacts identified	None identified.
--------------------------------------	------------------

MARRIAGE & CIVIL PARTNERSHIP

Details of impacts identified	None identified.
--------------------------------------	------------------

52. Could any of the impacts you have identified be unlawful under the Equality Act 2010?

No

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

There will be consultation with key stakeholders, and a public consultation undertaken on the Council's budget setting process, of which this will be an constituent proposal.

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

None identified.

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

N/A

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

The Council will continue to monitor levels of subscription to the service, service complaints and any requests for concessionary access to the service, and alterations can be made as necessary.

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 may only be a hypothetical adverse impact of this policy on two protected characteristics, but this cannot be certain and relies on very general assumptions about the financial circumstances of individuals within these groups and their ability to pay increased costs, which may be very variable.

In mitigation, and to account for individual circumstances and any difficulty in meeting costs, a 20% discount already applies if customers are in receipt of the following benefits -

- Council Tax support
- Housing Benefit
- Income related job seekers allowance
- Pension credit (guaranteed rate)
- Income support
- Universal Credit (the Housing element)

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
n/a			

SECTION F – SIGN OFF

Please ensure this section is signed and dated.

OFFICER:	Chris Whyte, Director of Environment & Leisure
REVIEWING OFFICER:	Chris Whyte, Director of Environment & Leisure
HEAD OF SERVICE / Operational Director:	Chris Whyte, Director of Environment & Leisure

EQUALITY ANALYSIS (EA)

POLICY/PROPOSAL:	To increase Council Tax by 4.99% in 2024/25
DEPARTMENT:	Council wide
TEAM:	n/a
LEAD OFFICER:	n/a
DATE:	14 November 2023

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

SECTION A – INITIAL SCREENING

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

The council is required to make significant savings in order to deliver a legally required balanced budget. In order to help overcome this it is proposed to increase Council Tax by 4.99%, where 2% is ring fenced for Adult Social Care and 2.99% is a general increase. This is the maximum increase allowed by government. The proposal will generate an additional £7.5m of recurring income for the Council and therefore avoid having to make further savings to key council services such as adult social care, children's services, etc.

This will impact on all residents within Brent who are eligible to pay Council Tax. Under the changes that are being made to local government funding, there is more emphasis on generating more funding locally (i.e. becoming more self-determinant). This proposal is linked to one aspect of local government funding where the council has some discretion to raise additional funds by increases to Council Tax.

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

All households in Brent, apart from those eligible for 100% Council Tax discount.

The increase by band and the number of properties affected are shown below.

Band	Amount payable in 2023/24 (Brent share)	Amount payable in 2024/25 (Brent share)	Increase per annum	Increase per month	Increase per week	Total number of dwellings affected
A	£993.54	£1,043.10	£49.56	£4.13	£0.95	6,070
B	£1,159.13	£1,216.95	£57.82	£4.82	£1.11	13,937
C	£1,324.72	£1,390.80	£66.08	£5.51	£1.27	41,228
D	£1,490.31	£1,564.65	£74.34	£6.20	£1.43	38,895

E	£1,821.49	£1,912.35	£90.86	£7.57	£1.75	23,166
F	£2,152.67	£2,260.05	£107.38	£8.95	£2.06	6,502
G	£2,483.85	£2,607.75	£123.90	£10.33	£2.38	3,438
H	£2,980.62	£3,129.30	£148.68	£12.39	£2.86	252

If this proposal is approved it will affect all households in Brent's 133,488 residential dwellings, that will see their Council Tax bills increase, unless they are eligible for 100% Council Tax support. Currently, approximately 20% (26,200 households out of the 133,488) of households in Brent receive full or partial Council Tax support, which means that they will receive full or partial protection from the increase. In addition, those households where there is one eligible adult resident or less (38,808 households), a reduction of up to 50% on their bill will be due.

The Council Tax increase will mean that the budget of Adult Social Care services will grow by a further £3.0m which will enable the service to meet increasing demand of current and future service users, who are among the most vulnerable members of Brent's community. This is a positive impact.

55. 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. This proposal will have both positive and negative impacts on residents and will potentially hit groups with protected characteristics harder. However, since the council tax is applicable to all properties it is not considered that the increase targets any one particular group rather it is an increase that is applied across the board. At the same time because the increase is applied to all properties it is not possible to exempt any particular groups. However, on the latter point there is a council tax support scheme that offers support to vulnerable people and people on low incomes that may cover up to 100% of the council tax for both pensioners and those of working age. In addition, the Brent Resident Support Fund (RSF) provides further assistance to vulnerable residents, including but not limited to help with the cost of their Council tax bill.

56. 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	Neutral/None	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	

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

SCREENING CHECKLIST		
	YES	NO
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

57. 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 council has analysed the statutory council tax base return which shows the total number of households that are required to pay council tax and the households who are eligible for council tax support.

Other than this it is not possible to conduct further impact analyses as the proposed Council Tax increase will affect households in Brent in different ways based on their financial circumstances. However, low income households are likely to be protected as they will see increases in their Council Tax support which will either fully or partially offset this increase. The council tax support scheme is also proposed to be reviewed and further analysis on the cumulative impact will be assessed.

58. 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	N/A
DISABILITY	
Details of impacts identified	N/A
RACE	
Details of impacts identified	N/A
SEX	

Details of impacts identified	N/A
SEXUAL ORIENTATION	
Details of impacts identified	N/A
PREGANCY AND MATERNITY	
Details of impacts identified	N/A
RELIGION OR BELIEF	
Details of impacts identified	N/A
GENDER REASSIGNMENT	
Details of impacts identified	N/A
MARRIAGE & CIVIL PARTNERSHIP	
Details of impacts identified	N/A

59. Could any of the impacts you have identified be unlawful under the Equality Act 2010?

No

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

Yes to both. Significant engagement / consultation is planned between December 2023 and February 2024 ahead of the decision being made by full council on 29 February 2024.

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

None required

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

If the proposal is rejected, the Adult Social Care budget will not grow by £3.0m, which could pose challenges to the service to meet growing demand of current and future service users. Failure to meet the increasing demand and diverse needs of current and future service users would have a negative impact on those most at need. It will also likely lead to increased crisis costs and further impact upon budget pressures.

The 2.99% increase in Council Tax for general use should have a positive impact on some equality groups as it prevents an additional reduction of £4.5m in the Council's budget. Without a specific alternative proposal the exact benefit to specific groups of residents, staff and external stakeholders is uncertain, but a reduction in budget at short notice will limit the scope of the Council to reduce the impact on services used by vulnerable groups of people.

While the Council Tax proposal will increase the financial pressure on some households, the Council Tax support scheme will partially or fully mitigate this impact for those households who are living on low incomes and are eligible for Council Tax support. Further, single households will have the impact mitigated by the 25% discount offered to single households.

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

If the Council Tax proposal is approved, the Council will continue to monitor the impact on equality groups to ensure that any unexpected consequences and/or adverse impact are promptly identified and mitigated. This will take place when the new council tax support scheme is implemented.

The existing powers under Section 13A of the Local Government Act 1992 allow the Council to reduce Council Tax by up to 100%. The process for applying is detailed on the Council's website.

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.

It is proposed to continue with the proposal. The reason for this is that the Council Tax increase will help to protect front line services, reduce the amount of savings required and provide much needed additional growth for the Adult Social Care budget. The Council Tax increase proposed is equivalent to approximately £7.5m of additional funding. If this funding was not available, services such as Adult Social Care and Children's Social Care would have to be significantly reduced.

Brent has processes in place for applying a Council Tax support/reduction/exemption to those eligible, therefore whilst this increase will impact across the board, it is anticipated that the impact will be proportionate dependent on an individual's circumstances and whether they receive a Council Tax support/reduction/exemption.

SECTION D – RESULT

<i>Please select one of the following options. Mark with an "X".</i>		
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
Review impact of council tax increase	Better understanding of negative impacts	Peter Cosgrove	April – June 2024

SECTION F – SIGN OFF

Please ensure this section is signed and dated.

OFFICER:	Peter Cosgrove, Head of Revenues & Debt
REVIEWING OFFICER:	Ravinder Jassar, Deputy Director of Finance
OPERATIONAL DIRECTOR:	Thomas Cattermole, Director of Customer Access