

# Equality Analysis Form

The following questions will document the effect of your service or proposed policy, procedure, working practice, strategy or decision (hereafter referred to as 'policy') on equality, and demonstrate that you have paid due regard to the Public Sector Equality Duty.

## 1. RESPONSIBILITY

<b>Department</b>	Adult Care Services	
<b>Service</b>	Supported Lodgings	
<b>Proposed policy</b>	Provider ending the service	
<b>Date</b>	Service will end on 7 <sup>th</sup> May 2012 (3 months notice submitted 13 <sup>th</sup> February 2012)	
<b>Officer responsible for the 'policy' and for completing the equality analysis</b>	<b>Name</b>	Sharon Mooney
	<b>Post Title</b>	Contracts & Procurement Officer
	<b>Contact Number</b>	0161 253 6380
	<b>Signature</b>	
	<b>Date</b>	01.03.12
<b>Equality officer consulted</b>	<b>Name</b>	Mary Wood
	<b>Post Title</b>	Principal Officer – Equalities
	<b>Contact Number</b>	0161 253 6795
	<b>Signature</b>	 13/2012
	<b>Date</b>	23 <sup>rd</sup> March 2012

## 2. AIMS

<b>What is the purpose of the policy/service and what is it intended to achieve?</b>	<p>The service is a Supporting People service providing supported lodgings for six young people at risk, aged 16 – 24 years. This is a short term service of up to two years. The young person resides with a nominated, vetted householder, during which time the householder and support officer work with the young person to build and develop their independent living skills. The service aims to provide the young person with the support, skills and knowledge to successfully maintain their own tenancy.</p> <p>A two year contract extension until 31.03.14 was offered to this provider (Action for Children) but the provider was unable to continue to provide this service due to cost restrictions. A three month notice period was the maximum that this provider was able to provide so this was agreed with caveats that support for the six young people would continue until they were ready to move-on. It was also agreed that no further new referrals would be accepted after verbal notice was provided on 07.02.12. Since the notice was submitted by the provider all service users have moved on.</p>
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	<p>A three year analysis of the ethnicity and gender of the people supported, demonstrated that there was a range of ethnicities and genders using the service, although there were slightly higher prevalence of white British females.</p>
<p><b>Who are the main stakeholders?</b></p>	<p>The service employs a full time (37 hours) member of staff. The provider is unable to offer redeployment but the staff member will be offered redundancy. The provider is unsure of the severance that will be offered at this stage. The affected staff member has been advised and a formal consultation is to begin shortly (as at 28.2.12).</p> <p>Procurement Team  Service Providers  Customers (young people)  Customer Families  Social Care/ Health Care Professionals  Bury Council  Potential customers and their families (young people)  Staff member employed by service</p>

### 3. ESTABLISHING RELEVANCE TO EQUALITY

3a. Using the drop down lists below, please advise whether the policy/service has either a positive or negative effect on any groups of people with protected equality characteristics.

If you answer yes to any question, please also explain why and how that group of people will be affected.

Protected equality characteristic	Positive effect (Yes/No)	Negative effect (Yes/No)	Explanation
Race	No	No	All qualifying young people are considered for this supported lodgings service regardless of their protected characteristics. People with these protected characteristics will not be adversely affected as there are other services available which can provide similar support.
Disability	No	No	
Gender	No	No	
Gender reassignment	No	No	
Age	No	Yes	The discontinuation of this service will adversely affect young people (aged 16-24 years); however there are other services available (see section five for more details).
Sexual orientation	No	No	All qualifying young people are considered for this supported lodgings service regardless of their protected characteristics. People with these protected characteristics will not be adversely affected as there are other services available which can provide similar support.
Religion or belief	No	No	
Caring responsibilities	No	No	
Pregnancy or maternity	No	No	
Marriage or civil partnership	No	No	

**3b. Using the drop down lists below, please advise whether or not our policy/service has relevance to the Public Sector Equality Duty. If you answer yes to any question, please explain why.**

General Public Sector Equality Duties	Relevance (Yes/No)	Reason for the relevance
Need to eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010	No	
Need to advance equality of opportunity between people who share a protected characteristic and those who do not (eg. by removing or minimising disadvantages or meeting needs)	Yes	The supported lodgings service was commissioned to give young people at risk, the opportunity to develop independent living skills and the knowledge to successfully maintain their own tenancy. As a result of the service ending Bury Council have been careful to ensure that future customers needs will still be fully met by other similar service provision, which is available within Children's and Adults Services.
Need to foster good relations between people who share a protected characteristic and those who do not (eg. by tackling prejudice or promoting understanding)	Yes	Bury Council places a responsibility on all providers to foster good relationships between customers/ support workers and customers/ stakeholders, along with promoting greater understanding and awareness between people who share a protected characteristic and those who do not. This is an integral part of delivery of the support and agreed outcomes.

**If you answered 'YES' to any of the questions in 3a and 3b**

**Go straight to Question 4**

**If you answered 'NO' to all of the questions in 3a and 3b**

**Go to Question 3c and do not answer questions 4-6**

**3c. If you have answered 'No' to all the questions in 3a and 3b please explain why you feel that your policy/service has no relevance to equality.**

**4. EQUALITY INFORMATION AND ENGAGEMENT**

**4a.** For a service plan, please list what equality information you currently have available, **OR** for a new/changed policy or practice please list what equality information you considered and engagement you have carried out in relation to it.

Please provide a link if the information is published on the web and advise when it was last updated?

(NB. Equality information can be both qualitative and quantitative. It includes knowledge of service users, satisfaction rates, compliments and complaints, the results of surveys or other engagement activities and should be broken down by equality characteristics where relevant.)

Details of the equality information or engagement	Internet link if published	Date last updated
Full Quality Assessment Framework carried out in July 2010. This included liaison with service users and assessment of all outcome areas.		
Supporting People Service Review carried out August to October 2010. This full review included liaison with service users and value for money assessment.		
Service Appraisal Reviews carried out in November 2011. This included analysis of outcomes and value for money assessment.		
Utilisation details for last three years (2009-10, 2010-11 and 2011-12) analysed.		

Research carried out on other suitable services that are available to meet the needs of the current and potential future customers.		
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**4b.** Are there any information gaps, and if so how do you plan to tackle them?

Information on customer needs and referrals into the service, covering the last three years, have been requested from the Central Access Point but have not yet been received. As this supported lodgings service is ending it may not be possible to continue to gather any further information.

## 5. CONCLUSIONS OF THE EQUALITY ANALYSIS

<b>What will the likely overall effect of your policy/service plan be on equality?</b>	As the provider is no longer able to provide this service, there may be a possible negative effect on the client group the service is provided for. The client group is young, single people at risk, aged 16 – 24 years old. An assessment of other available services and service utilisation figures demonstrated that any negative effect will be minimal.
<b>If you identified any negative effects (see questions 3a) or discrimination what measures have you put in place to remove or mitigate them?</b>	Close liaison with the Central Access Point to ensure that other suitable services are available, and have the capacity, to meet the needs of any current or future clients. Analysis of the services last three years utilisation figures, demonstrated that there is not a big demand for this supported lodgings service.
<b>Have you identified any further ways that you can advance equality of opportunity and/or foster good relations? If so, please give details.</b>	Working with providers to share information and ensure a similar level of support is provided to all applicable client groups.
<b>What steps do you intend to take now in respect of the implementation of your policy/service plan?</b>	Work with the provider to end the service on 7 <sup>th</sup> May 2012 and ensure a seamless transition to a new service for any young people who may still require further support. Additionally ensuring that any new clients are placed with providers who are able to meet their needs.

## 6. MONITORING AND REVIEW

**If you intend to proceed with your policy/service plan, please detail what monitoring arrangements (if appropriate) you will put in place to monitor the ongoing effects. Please also state when the policy/service plan will be reviewed.**

Ensure that all customers currently receiving this service are supported to move on, continue in the placement via an alternative funding source or transfer to another suitable service provision.

**COPIES OF THIS EQUALITY ANALYSIS FORM SHOULD BE ATTACHED TO ANY REPORTS/SERVICE PLANS AND ALSO SENT TO THE EQUALITY INBOX ([equality@bury.gov.uk](mailto:equality@bury.gov.uk)) FOR PUBLICATION.**