

# Equality Impact Assessment (EqIA) Form

In order to carry out this impact assessment, it is important that you have completed the EqIA E-learning Module and read the Corporate Guidelines on EqIA's. Please refer to these to assist you in completing this form and assessment.

## SCREENING

What is the policy? (name and description)	<b>Gange Children's Centre – tendering for the provision of early education and care</b>
Which Directorate and Service is responsible for the policy?	<b>Children's Services</b>
Name & contact details of person(s) carrying out the EqIA:	Wendy Beeton Divisional Director 020 8416 8830 <a href="mailto:Wendy.beeton@harrow.gov.uk">Wendy.beeton@harrow.gov.uk</a>
Date of assessment:	March 2011

### Stage 1: About the Policy

1. Is this a new or an existing policy?	New
2. What are the aims, objectives or purpose of the policy?	To have in place a financial strategy which sustains Gange Children's Centre as a local delivery point for service for vulnerable children and their families  To better utilize the skills and expertise of staff

	<p>To increase quality and quantity of early years places for 2 and 3 year olds where there is current pressure in the system</p> <p>To better utilise management skills and expertise across all children's centres.</p>
3. What factors / forces could prevent you from achieving these aims and objectives?	An unsuccessful tender
4. How does the policy contribute to the council's corporate aims and objectives?	This policy supports the Council's pledge of supporting and protecting people who are most in need and in particular to support the narrowing of the gap in education achievement of under achieving children including at the early years foundation stage.
5. Who is intended to benefit from this policy and in what way?	<p>Families with young children</p> <p>Young children aged 2 – 4 years</p> <p>Local community in and around Wealdstone</p> <p>Local employers</p>
6. Is responsibility for the policy shared with another department, authority or organisation? If so: <ul style="list-style-type: none"> <li>Who are the partners?</li> <li>Who is responsible for the policy?</li> </ul>	At present the early education and care provision at Gange Children's Centre is provided solely by Harrow Council – Children's Services. The proposal to procure the care and education services through a tendering process will support the sustainability strategy for the Children's Centres whilst achieving necessary savings.
<b>Stage 2: Collecting Evidence</b>	
7. What data or benchmarking information is available to facilitate the screening of this policy? <ul style="list-style-type: none"> <li>Results from the Place Survey</li> <li>Customer Satisfaction Surveys</li> <li>Local or national research</li> <li>Complaints or compliments received</li> <li>CAA, IIP or other assessments</li> </ul>	<p><b>Context</b></p> <p>By March 2011 Harrow will have 16 Children's Centres which provide a wide range of services for children aged pre-birth to eleven. The future sustainability and operating model for the Harrow Children's Centres has been extensively considered in light of the current economic pressures and the impact of these on Children's Services in a piece of work undertaken by Capita and the Integrated Early Years and Community Services Division. Over time a proposed operating model for each centre will be set out which ensures efficiency, value for money, quality for Children and Families and retains partnership working at the core of service provision.</p> <p>Over the past nine years there has been significant national investment and growth in the early years</p>

voluntary sector provider market. In Harrow the growth has matched the national investment and at times exceeded it with a growth in early year and childcare providers.

Harrow has 89 early years providers. There is a duty on the local authority to work with relevant partners in securing the "free entitlement to early years education for all children of a prescribed age (currently 3 and 4 year olds and some 2 year olds) set out in

**Gange Children's Centre** - The specific proposal for a developing the model for Gange Children's Centre is predicated on the agreement that it continues to need to exist as a Centre providing early years, childcare and a range of family support services in particular early years services for children in need and those very young children who have special educational needs.

This focus on evolving the operating model at Gange Children's Centre is focused on:

- Increasing partnership working
- better utilizing the skills and expertise of staff
- increasing quality early years places for 2 and 3 year olds where there is current pressure in the system
- Better using management skills and expertise across more children's centres.

**Why tender locally for a private or voluntary sector to lead, manage and provide early education and childcare?**

Drawing on the most recent government proposals to encourage more community providers to enter the early education and childcare market it is clear that Harrow is well placed to respond to this suggestion.

The partnership with the early years voluntary sector in Harrow is strong and enhancing partnership arrangements will further strengthen the sector and the capacity to provide quality services for local people by local providers.

The quality of the provision is at least good and through closer partnership working there is opportunity to further improve the quality of early years provision as can now be evidenced at Pinner Centre Pre-School which is located within Pinner Centre, Cedars Pre-School which is located within Cedars Children's Centre and Hageston

Opportunity Pre-school which is located within Stanmore Park Children's Centre.

The local economy is supported. The early years voluntary sector in Harrow currently provides employment for approximately 400 practitioners

Opportunities for increased flexibility in the services that can be provided to young children and their families are opened.

Enhanced value for money in the operating model for children's centres can be provided through partnering with the local voluntary sector ensuring management costs are kept at an absolute minimum keeping funding with front line services for children and their families.

**Gange Children's Centre Profile**

Currently there are 18 children attending with breakdown shown in Table 1

Gange Children's Centre is inspected by Ofsted. At it's last inspection it was judge to be good provision with outstanding features (May 2011).

Number of Children by age		Number of Children by ethnicity		Number of children with Disability	
Number 2 year olds	3	White UK	1	Autism	1
Number of 3 year olds	8	White Other	1	Physical	
Number of 4 year olds	7	Black Caribbean	4	Learning	1
		Asian Indian	1	Child Protection	4
		Asian Pakistani	1	Looked After	2
		Any Other Group	1		
		Mixed Race	8		
		Any Other Group	1		

Table 1

Gange currently has 11 staff employed and table 2 gives a breakdown

Number of staff by ethnicity		Number of Staff by age		Number of staff by Gender	
White UK	1	25-34	2	Male	0
White Other	0	35-43	1	Female	11
Black Caribbean	1	43-51	5		
Black African	3	52-60	3		
Asian Indian	4				
Asian SriLankan	1				
Asian Chinese	1				

Table 2

8. Have you undertaken any consultation on this policy? Yes

If yes, who was consulted? (this may include staff, members, unions, community / voluntary groups, stakeholders, residents and service users) Local providers, Pre-school learning alliance, partners and other agencies.

Equality Strand	Name of Group	What consultation methods were used?	What do the results show about the impact on different equality groups?
Age	Health Support and Intervention	Discussion group with partners and other agencies	Comments were made about ensuring places for two year olds are preserved in the system
Disability	Health Support and Intervention	Discussion group with partners and other agencies	Comments were made about continuing to ensure quality SEN places were available for very young children. There is pressure places for very young children with SEN and the need to at least

			maintain the number and quality of place that Gange currently provides was identified.
Gender		N/A	
Race			
Religion or Belief			
Sexual Orientation		N/A	
Other (please state)			

9. If you have not undertaken any consultation, explain why?

**Proposed Consultation (for NEW policies)**

**NOTE:** If you have not undertaken any consultation as yet, list your proposals for consultation with target dates in the section below. Any proposed consultation needs to be **completed before** progressing with the rest of the EqIA.

**For guidance on consultation, see consultation guidelines on the HUB <http://harrowhub/site/scripts/documents.php?categoryID=127>**

Who do you plan to consult?	What method of consultation do you propose to use and what is your target date for consultation?	What did the results show about the impact on different equality groups?

**Stage 3: Assessing Impact**

10. Considering the information / data from your research or/and consultation, is there any reason to believe that any adverse impact occurs or has the potential to occur on any equality group?

Mark answer with an X	Age		Disability		Gender		Race		Religion / Belief		Sexual Orientation		Socio Economic Inequality	
	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No

		X		X		X		X		X		X		X
If yes, explain what the impact is and which group(s) this affects?														
If none, go to question 11.														
<b>10A.</b> What measures are you going to take to eliminate or reduce the adverse impact(s)? E.g. consultation, research, implement equality monitoring.  Wider consultation about the children's centre strategy will be undertaken during the Spring and Summer 2011. The consultation will have a wide brief and will equalities considerations will be embedded throughout the process														
<b>Equality Group</b>	Actions identified to eliminate/reduce adverse impact <i>(Copy these measures into the Improvement Action Plan)</i>													
Age														
Disability														
Gender														
Race														
Religion or Belief														
Sexual Orientation														
Socio Economic														
<b>11.</b> Is there any evidence or concern that <b>direct discrimination</b> may occur with reference to anti discrimination legislation?  <i><b>Direct discrimination</b> - occurs when a person is treated less favourably than others on the grounds of their age, disability, gender, race, religion or belief, or sexual orientation. Refer to main guidelines and toolkit for examples of direct discrimination.</i>														
Mark answer with an X	<b>Age</b>		<b>Disability</b>		<b>Gender</b>		<b>Race</b>		<b>Religion / Belief</b>		<b>Sexual Orientation</b>		<b>Socio Economic Inequality</b>	
	<b>Yes</b>	<b>No</b>	<b>Yes</b>	<b>No</b>	<b>Yes</b>	<b>No</b>	<b>Yes</b>	<b>No</b>	<b>Yes</b>	<b>No</b>	<b>Yes</b>	<b>No</b>	<b>Yes</b>	<b>No</b>
		X		X		X		x		X		X		X

If yes, explain which equality group(s) this affects? (You are encouraged to seek Legal Advice)

**12.** Is there any evidence or concern that **indirect discrimination** may occur? If yes describe this below and whether you can credibly justify continuing with the policy in terms of the benefits of its wider aims?

***Indirect discrimination** - occurs when a rule, condition or requirement, which applies equally to everyone, has a disproportionately adverse effect on people from a particular equalities group when there is no objective justification for the rule. Refer to main guidelines and toolkit for examples of indirect discrimination.*

Mark answer with an X	Age		Disability		Gender		Race		Religion / Belief		Sexual Orientation		Socio Economic Inequality	
	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No
			X		X		X		X		X		X	

If yes, explain which equality group(s) this affects? (You are encouraged to seek Legal Advice)

**13.** Is the policy likely to affect relations between certain groups, for example because it is seen as favouring a particular group or denying opportunities to another?

Mark answer with an X	Age		Disability		Gender		Race		Religion / Belief		Sexual Orientation		Socio Economic Inequality	
	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No
			X		X		X		X		X		X	

If yes, explain which equality group(s) this affects?

**14.** If you have any further evidence or concern the potential impact the policy may have on a particular group(s), explain these below. This could be positive or negative. (if neither positive or negative, insert none)

Equality Group	Positive	Negative
Age	It is anticipated that the proposal will enhance the capacity for early education and care places	
Disability	It is anticipated that the provider selected through the	



	procurement process will be Ofsted Registered and have an inspection judgement of at least "Good". This will ensure that the provider has in place all necessary policies and procedures and is delivering the Early Years Foundation Stage curriculum	
Gender	N/A	
Race	It is expected that the provider will provide a fully inclusive provision and adhere to the statutory framework within the Early Years Foundation Stage	
Religion or Belief	It is expected that the provider will provide a fully inclusive provision and adhere to the statutory framework within the Early Years Foundation Stage	
Sexual Orientation	N/A	
Socio Economic Inequality	It is expected that the provider will provide access to free and flexible places for 2, 3 and 4 year olds	

<p><b>15.</b> How does the policy conform to the requirements of the Public Equality Duties, which require all council functions and services to:</p> <ul style="list-style-type: none"> <li>• promote equality of opportunity,</li> <li>• eliminate discrimination</li> <li>• promote good relations between different equality groups</li> </ul> <p>If the answer is none or N/A please state why? What amendments could be made?</p>	<p>The early education and care provision at Gange Children’s Centre is open to all and is fully inclusive. The provision is required to follow the Early Years Foundation Stage which has meeting the individual needs of children at its heart. This includes celebrating diversity and uniqueness.</p> <p>The provision will be included in the Harrow Directory of Providers and will be eligible to claim Nursery Education Grant Funding therefore providing free educational entitlement for three and four year olds.</p> <p>The setting will also be of the standard which supports vulnerable children and those with special educational needs to be included through assisted funding places or targeted places for vulnerable two year olds.</p> <p>Through a local tendering process to procure a local provider it is hoped that local people will be employed supporting the Harrow economy. The setting will be required to offer work placements to those undertaking early years or childcare qualifications.</p>					
<p><b>16.</b> Has an impact been identified?</p>	Yes		If yes, is the impact positive or negative?	Positive		Go to Q17
	No (go to Q17)	X		Negative		Go to Q16A
<p><b>16A.</b> If there is a negative impact on any group(s), is that impact unlawful?</p>	Yes		Please take legal advice	Is the impact intended?	Yes	
	No				No	
<p><b>17.</b> Have you received any complaints or compliments about the policy? If so, provide details.</p>	No					
<p><b>18.</b> What monitoring is in place to check the effects of the policy on equality groups?</p>	None					
<p><b>19.</b> How will the results of any monitoring be analysed, reported and publicised?</p>	QA visits and checks and consultation with users will be undertaken regularly					

20. What monitoring measures need to be introduced to ensure effective monitoring of the policy? (Include in Improvement Action Plan)

21. When will the policy be reviewed? December 31<sup>st</sup> 2011

**Decision**

22. On the basis of your answers so far, what is the potential for differential impact? (see note 19.8 in Corporate Guidance Document)	<b>High</b> <i>(Large adverse impact on equality groups)</i>	<b>Medium</b> <i>(Some adverse impact on equality groups)</i>	<b>Low</b> <i>(Low potential for adverse impact on equality groups)</i>
			<b>x</b>
	<b>Mark with an X</b>		Continue on to Part 2 for a full assessment.

**FULL ASSESSMENT**

23. Does the policy impact less favourably on a certain group or groups in comparison with others?

Mark answer with an X	Age		Disability		Gender		Race		Religion / Belief		Sexual Orientation		Socio Economic Inequality	
	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No

If yes, explain how:

24. Is there any evidence of higher or lower participation, uptake or exclusion by any of the following equality groups?

Mark answer with an X	Age	Disability	Gender	Race	Religion / Belief	Sexual Orientation	Socio Economic Inequality
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	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No
If yes, explain how:														
<b>25. Do any groups have lower than average success rates in particular processes and/or access to services?</b>														
Mark answer with an X	Age		Disability		Gender		Race		Religion / Belief		Sexual Orientation		Socio Economic Inequality	
	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No
If yes, explain how:														
<b>26. Do criteria or requirements in relation to the policy disadvantage certain groups, either explicitly or inadvertently?</b>														
Mark answer with an X	Age		Disability		Gender		Race		Religion / Belief		Sexual Orientation		Socio Economic Inequality	
	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No
If yes, explain how:														
<b>27. Is access to services and benefits reduced or denied for some groups in comparison with other groups?</b>														
Mark answer with an X	Age		Disability		Gender		Race		Religion / Belief		Sexual Orientation		Socio Economic Inequality	
	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No
If yes, explain how:														
<b>28. Do particular groups face increased difficulty or indignity as a result of the policy?</b>														
Mark answer with an X	Age		Disability		Gender		Race		Religion / Belief		Sexual Orientation		Socio Economic Inequality	
	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No
If yes, explain how:														
<b>29. Are there higher complaints rates or lower satisfaction rates for particular equality groups in connection with the policy, in comparison with other groups?</b>														

Mark answer with an X	Age		Disability		Gender		Race		Religion / Belief		Sexual Orientation		Socio Economic Inequality	
	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No

If yes, explain how:

**30.** Is there evidence that the policy fails to respond to the needs of a particular group, in comparison with other groups?

Mark answer with an X	Age		Disability		Gender		Race		Religion / Belief		Sexual Orientation		Socio Economic Inequality	
	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No

If yes, explain how:

### Further Consultation

**31.** In the context of the previous questions, are there any groups you feel need to be consulted in order to reduce / eliminate adverse impact or identify potential barriers to improve access to the policy? (*Answer with an X*)

YES

NO  
(Go to Q33)

**NOTE: If you already have some ideas on how to mitigate a potentially adverse impact you should include this in your consultation. Consultees can therefore help not only to identify potentially adverse impacts but also to identify possible solutions.**

Consultation can take on many different forms and the extent should be in proportion to the effect that the proposal is likely to have. Methods of consultation could include a survey, questionnaire, and focus group or open meetings. Take care not to restrict consultation only to recognised or 'official' associations and community leaders. It may be helpful to contact other officers who you know have carried out consultation exercises with these groups / individuals.

**What consultation do you propose to undertake? Complete the section below and also include these in the Improvement Plan.**

Equality Group	Type of consultation planned	Who with?	By when?
Age			
Disability			
Gender			
Race			

Religion or Belief			
Sexual Orientation			
Other			

**Stage 4 Making Adjustments (Improvement Action Plan)**

32. List below any recommendations for action that you plan to take as a result of this impact assessment. This will include any actions identified throughout the EqIA. *(Insert additional rows as required)*

Area of potential adverse impact e.g. Race, Disability	Action proposed	Lead Officer	Timescale	Resource implication	Progress
Disability	Ensuring through the tender process that the provider is experienced and skilled at including young children with Special Educational Needs	Wendy Beeton	As part of the Tender Process	N/A	Tender criteria developed
Age	Ensuring the provider is registered to provide places for 2 year olds and over time is prepared to expand to provide morning and afternoon provision	Wendy Beeton	As part of the Tender Process	N/A	Tender criteria developed

As part of this Impact Assessment the impact on the following protected groups has been considered:

Pregnancy and Maternity,  
Gender Reassignment,  
Marriage and Civil Partnership.

**Stage 5 – Reporting Results**

We are required to ensure all completed EqIA’s will be put onto the Council’s website under the equality and diversity section and they will also be made available to members of the public on request.

33. Methods of publication – how will the impact assessment be publicised? E.g. Council website, intranet, forums, groups etc

Council website

**Stage 6 - Monitoring**

It is important to monitor the actions arising from the impact assessment to ensure improvement to policy.

34. How will the actions be monitored to ensure improvement to the policy?

The monitoring of the implementation will be through the Senior Leadership meetings within the appropriate division of Children’s Services and through the Gange Children’s Centre Extended Services Committee.

**Stage 7 - Organisational sign Off (to be completed by Chair of Departmental Equalities Task Group)**

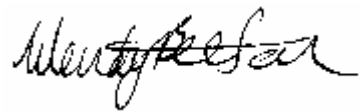
The completed EqIA needs to be sent to the chair of your Departmental Equalities Task Group (DETG), who will discuss and agree the actions in the Improvement Plan.

Once agreed the actions from the Improvement Plan need to be included in Departmental Business Plans for implementation.

35. Which group or committee considered the action plan and agreed the actions to improve the policy? If you agreed no further action as a result of the EQIA, explain why?

Children’s Services EQUIA

Signed: (Lead officer completing EqIA)



Signed: (Chair of DETG)

Date:

April 2011

Date:

April 2011