

WORCESTERSHIRE COUNTY COUNCIL EQUALITY IMPACT ASSESSMENT TEMPLATE

Please read the brief guidance which provides essential information for anyone who is unfamiliar with the County Council Equality Impact Assessment process.

Background information:

Name:	Louise Levett
Job Title:	Group Manager – Children with Disabilities
Service area:	Children with Disabilities
Directorate:	CF&C
Telephone:	01905 845625
Email address:	llevett@worcestershire.gov.uk
Date assessment commenced:	15/01/2019
Date assessment completed:	04/03/2019

Function, strategy, project, policy or procedure being assessed:

Name of the function, strategy, project, policy or procedure being assessed:	Setting up a voluntary Worcestershire register for children who have a disability.
Is this a new or an amended policy?	New
Does the policy form part of a wider programme which has already been screened for equality relevance?	Yes

Stage 1 - Please summarise the main objectives, aims and intended outcomes of this policy

Aims/Objectives:	Fulfil statutory requirements; Provide a mechanism for parents and carers to register their child's disability with the Council; To add to the Council's Local Offer; To contribute to data which the Council uses to predict service need and shape support.
Intended outcomes:	Where a child or young person has a disability their Parent or Carer will be able independently to register that disability, if they wish to do so.
Please summarise how these outcomes will be achieved?	The Council is developing an online registration form for parents/carers to complete on behalf of a child who has a disability. The Council will record the details and issue confirmation of registration. Professionals working with families will make them aware of the registration process and, where support is needed, assist adult carers to complete the process.
N/A	



Stage 2 - Information gathering/consultation

Please give details of data and research which you will use when carrying out this assessment:	Research has been carried out into what other Local Authorities deliver in terms of questions asked and information provided about what the register is for. Families in Partnership (the parent carer forum) has been engaged to support with categories of disability and wording. Families in Partnership steering group will be used for initial testing.
Please give details of any consultation findings you will use when carrying out this assessment:	Since March 2017, we have been gathering the views of parent carers and children and young people around services for children and young people with SEND. This will be used to understand more about the parent carers who would be completing the register for their children. It will also add to the data we receive from the register to have a better understanding of the needs of children and young people with SEND, and their families, in Worcestershire.
Do you consider these sources to be sufficient?	Yes
If this data is insufficient, please give details of further research/consultation you will carry out:	N/A
Please summarise relevant findings from your research/consultation:	

Stage 3 - Assessing the equality impact of the policy

Based on your findings, please indicate using the table below whether the policy could have an adverse, neutral or positive impact for any of the protected groups:

Protected characteristic	Adverse	Positive	Neutral
Age	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Disability	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Marriage and civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pregnancy and maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Race	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Religion and belief	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>



Sexual orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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Please provide details of all positive and adverse impact you have identified:	The establishment of a Register has been specified by OFSTED. Over time the Council, in partnership with parent representatives, will consider how it can be used to enhance the Council's Local Offer. It is possible that some families may find the process difficult to access because of, for example, disability or language barriers. In these instances professionals working with families will support them in registering a child who has a disability. No child or young person will receive a lesser service from the Council if they are not included on the register.
Where possible please include numbers likely to be affected:	This is unknown as the register is voluntary and there is no eligibility criteria to add a child or young person to it
Where potential adverse impact has been identified, can continuation of the proposed policy be justified?	Yes If yes, please explain your reasons: As above - this is a statutory responsibility which will have a positive impact on children and young people with SEND, and their families, as it can be used to help enhance the Local Offer. No child or young person will receive a lesser service from the Council if they are not included on the register.
Do you consider that this policy will contribute to the achievement of the three aims of the Public Sector Equality Duty ?	Not significantly
<p>The Public Sector Equality Duty has the following three aims:</p> <ol style="list-style-type: none"> 1. To eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010. 2. To advance equality of opportunity between persons who share a relevant Protected Characteristic and persons who do not share it. 3. To foster good relations between persons who share a relevant Protected Characteristic and persons who do not share it. 	

[Stage 4 - Action planning and time frames](#)

Please list any actions you will take to mitigate any adverse impact you have identified:

Planned action	By who	By when	How will this be monitored
Communicate register to professionals working with children and young people with SEND and their families to assist them in completing the register	Members of the SEND Improvement Board	Following completion of the register – Spring 2019	Feedback from professionals and families alongside numbers of new records on the register



Please indicate how these actions will be taken forward as part of your team/service/directorate planning:	This is included in the SEND Improvement Plan
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Stage 5 - Monitoring & Review

How frequently will proposed action be monitored?	Bi-annually when looking at data from the register
How frequently will intended outcomes be evaluated?	Bi-annually
Who will be responsible for monitoring and evaluation?	All those involved in the register (CWD team, Public Health, commissioning, SEN services, SENDIASS, Families in Partnership)
How will you use the monitoring and evaluation results?	To alter wording on the website and/or register to simplify language or better explain things. To target specific groups of professionals to enable them to support families to complete the register

Stage 6 - Publication

Worcestershire County Council requires all assessments to be published on our website. Please send a copy of this assessment to the Corporate Equality and Diversity Team for publication.

	Signature	Date
Completing Officer:	Jennie Leeson	15/01/2019
Lead Officer:	Louise Levett	04/03/19
Service Manager:	Louise Levett	04/03/19