

## Equality Impact Assessment

<b>Name of Project</b>	Haslemere Road Commissioning Review	<b>Cabinet meeting date If applicable</b>	12.07.2016
<b>Service area responsible</b>	Integrated Services for SEND		
<b>Name of completing officer</b>	Victor Roman	<b>Date EqIA created</b>	31.05.2016
<b>Approved by Director / Assistant Director</b>	Gill Gibson	<b>Date of approval</b>	10.06.2016

The Equality Act 2010 places a ‘**General Duty**’ on all public bodies to have ‘**due regard**’ to:

- **Eliminating discrimination, harassment and victimisation and any other conduct prohibited under the Act**
- **Advancing equality of opportunity between those with ‘protected characteristics’ and those without them**
- **Fostering good relations between those with ‘protected characteristics’ and those without them.**

In addition the Council complies with the Marriage (same sex couples) Act 2013.

Haringey Council also has a ‘**Specific Duty**’ to publish information about people affected by our policies and practices.

**All assessments must be published on the Haringey equalities web pages. All Cabinet papers MUST include a link to the web page where this assessment will be published.**

This Equality Impact Assessment provides evidence for meeting the Council’s commitment to equality and the responsibilities outlined above, for more information about the Councils commitment to equality; please visit the Council’s website.

<b>Stage 1 – Names of those involved in preparing the EqIA</b>	
1. Victor Roman	5.
2. Ben Ritchie	6.
3. Cliff Malinder	7.
4. Edmund Jankowski	8.

**Stage 2 - Description of proposal including the relevance of the proposal to the general equality duties and protected groups. Also carry out your preliminary screening** (Use the questions in the Step by Step Guide (The screening process) and document your reasoning for deciding whether or not a full EqIA is required. If a full EqIA is required move on to Stage 3.

Haslemere Road Centre is a short breaks respite centre for children and young people (aged 10 – 17) with special educational needs and disabilities. Haringey Council currently owns and runs the centre. The centre is located in Crouch End, and is the only specialist short breaks respite centre operating both in the borough and North London. It currently has 44 service users and offers the following packages:

- Weekend residential breaks - Up to 6 young people at a time stay at the centre participating in a range of activities.
- Weekend day activities - Young people attend the centre during the day either on Saturday or Sunday for activities.
- The club - This is a club for up to 6 young people at a time who are on the autistic spectrum (every fortnight) or for Complex Needs (every fortnight). It is run on Wednesdays for 13 weeks at a time.
- My independence - This is a club for young people with disabilities (from 14 to 17) who are at the transition stage moving towards adulthood.
- Holiday Play schemes – they run a variety of play schemes throughout the year.

Haslemere Road Centre as it currently operates is not cost effective and is forecast to have a £150,000 overspend this year. Ofsted has also rated the quality of the provision as ‘requiring improvement.’ With these challenges in mind, the Council has considered a range of future options for Haslemere, including keeping provision in-house, commissioning a specialist provider to deliver short-respite services from the centre, or selling the centre to a specialist provider.

The preferred option being recommended to Cabinet is for the operation of the centre to be commissioned out to a single specialist provider

(option 2). Haringey Council would either block contract or rent out the centre to the specialist provider to spot purchase beds for short breaks respite for eligible Haringey residents. The advantages of this model would mean that we can ensure that the centre remains a local short breaks respite centre accessible to Haringey service users, with opportunities for a specialist provider to offer better value for use of public money, improve the quality of services offered and increase its utilisation as part of its new business model. Existing staff at the centre would most likely TUPE transfer to the new specialist provider.

This Equality Impact Assessment (EqIA) assesses the potential impact of commissioning out the centre to a specialist provider for different groups of service users and staff, identifying actions to mitigate any discriminatory effects and opportunities to improve access and quality of services.

Should the Cabinet decide to proceed with option 2, the final impact on different groups of service users and staff will be dependent on the outcome of the procurement exercise. This Equality Impact Assessment will therefore be updated as the commissioning process takes place, and an updated version will accompany any future decision to award a contract to a preferred bidder.

**Stage 3 – Scoping Exercise - Employee data used in this Equality Impact Assessment**  
**Identify the main sources of the evidence, both quantitative and qualitative, that supports your analysis. This could include for example, data on the Council’s workforce, equalities profile of service users, recent surveys, research, results of recent relevant consultations, Haringey Borough Profile, Haringey Joint Strategic Needs Assessment and any other sources of relevant information, local, regional or national.**

<b>Data Source (include link where published)</b>	<b>What does this data include?</b>
EqIA Profile of Staff (please see Appendix 1 of EQIA)	<p>Haslemere Road Centre currently has 14 members of staff. The characteristics of these staff include:</p> <ul style="list-style-type: none"> <li>• Gender – higher representation of female members of staff (9/14)</li> <li>• Ethnicity/race – higher representation of black members of staff (9/14)</li> <li>• No staff have declared disabilities</li> <li>• Older working age profile, with 10/14 members of staff over the age of 45 and 6 of these over the age of 55</li> </ul> <p>Terms and conditions - Staff currently have a ‘Green Book’ agreement where they receive a ‘top-up’ for working weekends and evenings</p>

**Stage 4 – Scoping Exercise - Service data used in this Equality Impact Assessment**  
**This section to be completed where there is a change to the service provided**

<b>Data Source (include link where published)</b>	<b>What does this data include?</b>
Profile of service users	<p>Haslemere Road Centre currently has 44 service users. The characteristics of these service users include:</p> <ul style="list-style-type: none"> <li>• Higher representation of male compared to female service users (24 males and 20 females)</li> <li>• The targeted age profile of the centre’s service users is 10-17 year olds. The centre also runs a special club called ‘my independence’ for 14-17 year olds who are at the transition stage moving towards adulthood</li> <li>• All service users have a special educational need or disability. Alongside other residential and activity services, the centre runs a fortnightly club called ‘the club’ specifically for those on the autistic spectrum or with complex needs.</li> <li>• The centre is used by service users from all over the borough, the split of which broadly reflects the borough’s needs profile: 25% come from the west of the borough, 50% from the Tottenham area and</li> </ul>

	25% from the Wood Green area
Utilisation of the centre	<p>Commissioning a specialist provider to deliver short break respite services from Haslemere has the potential to increase utilisation and capacity at the centre, as our analysis shows that there is likely to be high demand for places if quality of the offer and opening hours was increased:</p> <ul style="list-style-type: none"> <li>• The centre is being under-utilised as a resource; it is not open Monday-Tuesday or during the day on Wednesday-Friday</li> <li>• 12 service users in Haringey are currently using their personal budgets to spot purchase short breaks provision from alternative providers other than Haslemere Road</li> <li>• Haringey is the last remaining north London authority with an ‘in-house’ short breaks respite centre for children and young people with special educational needs or disabilities – in May 2016 an analysis showed that nearby providers only had 20 beds available for the rest of the year.</li> </ul>

Stage 5	Actions to mitigate, advance equality or fill gaps in information
	<p>The following actions will be put in place to ensure that short break respite services from the Haslemere Centre under a commissioned model remain accessible for all groups of eligible service users from Haringey and opportunities to enhance services from the centre are realised:</p> <ul style="list-style-type: none"> <li>• The Council will ensure that prioritisation and accessibility for Haringey Service Users will be written into any contractual agreement for using the centre with a commissioned provider. Offering placements and activities for service users outside of the borough will be possible, but Haringey Service Users will always have priority.</li> <li>• Quality Assurance will be provided by the new provider, and monitoring and oversight arrangements will be built into the commissioning process. All providers that the Council has engaged with as part of the soft market testing have a higher Ofsted rating than Haslemere currently has, and it is our intention to commission a provider that is rated 'good' or 'outstanding'.</li> <li>• This proposal offers greater flexibility to families and Haringey Council to use the centre, and is expected to increase its utilisation with the possibility of an expanded range of services and placements.</li> </ul> <p>We will also ensure that existing staff are not adversely impacted upon through the change:</p> <ul style="list-style-type: none"> <li>• Commissioning the service means that all 14 staff would most likely transfer by TUPE to the new provider. Existing terms and conditions would be protected at the point of transfer. If following the TUPE transfer the new provider sought to change the contracts of the transferring staff, and the sole or main reason for its seeking to make those changes was the transfer, then unless the contracts allowed the new provider to make the changes, then the staff would need to agree to the changes and the new provider would need to have an ETO reason for the changes. An "ETO" reason is an "economic, technical or organisational reason entailing changes in the workforce".</li> <li>• As part of the procurement process, we will require the new provider to adhere to the Equalities Act 2010 in their activity and treatment of staff, including having robust policies in place on equality of opportunity and harassment and bullying.</li> </ul>

**Stage 6– Considering the above information, what impact will this proposal have on the following groups in terms of impact on residents and service delivery:**

**Positive and negative impacts identified will need to form part of your action plan.**

	<b>Positive</b>	<b>Negative</b>	<b>Details</b>	<b>None – why?</b>
<b>Sex</b>	X		The Council will ensure that prioritisation and accessibility for Haringey Service Users will be written into any contractual agreement for using the centre with a commissioned provider. There would be no discriminatory impact on the protected characteristics. The identified advantages of a commissioned model for all groups of service users is to: <ul style="list-style-type: none"> <li>• Improve quality - it is our intention to commission a provider that is rated 'good' or 'outstanding'.</li> <li>• Increase the centre's utilisation</li> </ul>	
<b>Gender Reassignment</b>	X			
<b>Age</b>	X			
<b>Disability</b>	X			
<b>Race &amp; Ethnicity</b>	X			
<b>Sexual Orientation</b>	X			
<b>Religion or Belief (or No Belief)</b>	X			
<b>Pregnancy &amp; Maternity</b>	X			
<b>Marriage and Civil Partnership (note this only applies in relation to eliminating unlawful discrimination (limb 1))</b>	X			

			<p>with the possibility of an expanded range of services and placements</p> <ul style="list-style-type: none"><li>• Keep the provision local – service users won't have to travel out of borough</li></ul>	
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**Stage 5b – For your employees and considering the above information, what impact will this proposal have on the following groups: Positive and negative impacts identified will need to form part of your action plan.**

	<b>Positive</b>	<b>Negative</b>	<b>Details</b>	<b>None – why?</b>
<b>Sex</b>			The intention would be to transfer all 14 of the existing staff on a TUPE arrangement, protecting their existing terms and conditions at the point of transfer.  We will also require new provider to adhere to the Equalities Act 2010 in their activity and treatment of staff, including having robust policies in place on equality of opportunity and harassment and bullying.	X
<b>Gender Reassignment</b>				X
<b>Age</b>				X
<b>Disability</b>				X
<b>Race &amp; Ethnicity</b>				X
<b>Sexual Orientation</b>				X
<b>Religion or Belief (or No Belief)</b>				X
<b>Pregnancy &amp; Maternity</b>				X
<b>Marriage and Civil Partnership (note this only applies in relation to eliminating unlawful discrimination (limb 1))</b>				X

**Stage 7 - Consultation and follow up data from actions set above**

<b>Data Source (include link where published)</b>	<b>What does this data include?</b>
<p>Informal Consultation with Haringey Involve (parents group)</p> <p>9<sup>th</sup> of June Consultation with all Service Users</p>	<p><b>Findings:</b></p> <ul style="list-style-type: none"> <li>• The biggest worry for the parents was about closing the centre.</li> <li>• They loved the centre and the staff and wanted assurance of continuity of staffing if future arrangements were different.</li> <li>• They said the centre made sure the children felt safe and was developing the children’s independence skills by having meaningful interactions with other young people their age.</li> <li>• They emphasised that it was the only place where children with complex physical needs could stay overnight at the moment and that they feel their children are safe and well taken care of.</li> <li>• As parents they particularly valued the overnights and wanted more and over a longer time period, with the centre open longer during the week.</li> <li>• They said that they preferred this type of offer to having support from agency staff in the home</li> <li>• They would potentially buy more respite if they also had a personal budget (some families have both the Haslemere Road offer and personal budget but the budget cannot be used for Haslemere at the moment)</li> <li>• They liked the location -but they valued the staff more than the site.</li> </ul>

### Comments around the Proposed Option

- They were cautiously supportive of someone else managing it, as long as there was staff continuity and assurance of the 'offer'. They would prefer a charity to a profit making organisation and wanted to be re-assured that there respite offer was the same or better. They emphasised that the staff in the centre needed proper training and support and did recognise that a larger organisation may be able to provide this (e.g. nursing training and advice over several different settings would be more efficient than employing a nurse for only one setting).
- They wanted to make sure that Haringey children as a group got first call on the respite offer and slots were not given away to other boroughs.
- They seemed to quite like the idea of the site used for playgroups or other things for children and young people with SEND during the week when the respite offer was not running.

### Stage 8 - Final impact analysis

Haslemere Road Centre as it currently operates 'in-house' is not cost effective and Ofsted has rated the quality of the provision as 'requiring improvement.' The preferred option being recommended to Cabinet is for the operation of the centre to be commissioned out to a single specialist provider (option 2).

This Equality Impact Assessment (EqIA) has been undertaken to assess the potential impact of commissioning out the centre to a specialist provider for service users and staff that share protected characteristics.

Haslemere Centre currently has 44 service users (both male and female), all of which have a special educational need or disability and are aged between 10-17 years old. The centre is used by service users from all over the borough, the geographical split of which broadly reflects the borough's needs profile. Informal consultation with Haringey Involve (parents user group) found strong support and value realised from the centre and its staff, with their main concern being to ensure that the service remains local and that access to places continues to be secured for Haringey residents in need.

The EqIA finds that the proposed new model has the potential to improve the quality of the services provided from Haslemere (through bringing in a provider rated good or outstanding by Ofsted) as well as increased utilisation of its facilities with an expanded range of services and placements. This should advantage all groups of service users. The preferred option will also keep the provision local (unlike the alternative options), which was one of the most

important considerations highlighted from all groups of service users and residents during the consultation.

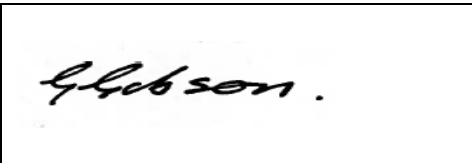


The following mitigating actions will be put in place to ensure that short break respite services from the Haslemere Centre under a commissioned model remain accessible for all groups of eligible service users and opportunities to enhance services from the centre are realised:

- The Council will ensure that prioritisation and accessibility for Haringey Service Users will be written into any contractual agreement for using the centre with a commissioned provider.
- Quality assurance and oversight arrangements will be built into the commissioning and contract management process, with equalities considerations forming a key part of this.

The EqIA also has considered the potential impact on staff working at Haslemere should the service be commissioned out. The intention would be to transfer all 14 of the existing staff on a TUPE arrangement, protecting their existing terms and conditions at the point of transfer. We would expect the new provider to adhere to the Equalities Act 2010 in their activity and treatment of staff, including having robust policies in place on equality of opportunity and harassment and bullying.

The Equality Impact Assessment will be updated as the commissioning process takes place, and an updated version will accompany any future decision to award a contract to a preferred bidder.

**Stage 9 - Equality Impact Assessment Review Log**

Review approved by Director / Assistant Director		Date of review	10.06.2016
Review approved by Director / Assistant Director		Date of review	

**Stage 10 – Publication**

Ensure the completed EqIA is published in accordance with the Council's policy.



Haslemere Centre EqIA Summary 31 May 2016

Race Analysis

Grade Group	Total No. Staff	Black		Asian		Mixed		Other		White Minorities		BME Total		White		Not Declared	
		No. Staff	% Grade Group	No. Staff	% Grade Group	No. Staff	% Grade Group	No. Staff	% Grade Group	No. Staff	% Grade Group	No. Staff	% Grade Group	No. Staff	% Grade Group	No. Staff	% Grade Group
SC1-SC5	10	6	60	2	20	0	0	0	0	0	0	8	80	2	20	0	0
SC6-SO1	1	1	100	0	0	0	0	0	0	0	0	1	100	0	0	0	0
PO1-PO3	3	2	67	0	0	0	0	0	0	1	33	2	67	0	0	0	0
PO4-PO7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PO8+	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	14	9	64	2	14	0	0	0	0	1	7	11	79	2	14	0	0

Gender Analysis

Grade Group	Total No. Staff	Male		Female	
		No. Staff	% Grade Group	No. Staff	% Grade Group
SC1-SC5	10	3	30	7	70
SC6-SO1	1	0	0	1	100
PO1-PO3	3	1	33	2	67
PO4-PO7	0	0	0	0	0
PO8+	0	0	0	0	0
TOTAL	14	4	29	10	71

Disability Analysis

Grade Group	Total No. Staff	Disabled Staff		Non Disabled Staff		Not Declared	
		No. Staff	% Grade Group	No. Staff	% Grade Group	No. Staff	% Grade Group
SC1-SC5	10	0	0	6	60	4	40
SC6-SO1	1	0	0	1	100	0	0
PO1-PO3	3	0	0	1	33	2	67
PO4-PO7	0	0	0	0	0	0	0
PO8+	0	0	0	0	0	0	0
TOTAL	14	0	0	8	57	6	43

Age Analysis

Grade Group	Total No. Staff	16-24		25-34		35-44		45-54		55-64		65+	
		No. Staff	% Grade Group	No. Staff	% Grade Group	No. Staff	% Grade Group	No. Staff	% Grade Group	No. Staff	% Grade Group	No. Staff	% Grade Group
SC1-SC5	10	0	0	2	20	1	10	3	30	4	40	0	0
SC6-SO1	1	0	0	0	0	0	0	0	0	1	100	0	0
PO1-PO3	3	0	0	0	0	1	33	1	33	1	33	0	0
PO4-PO7	0	0	0	0	0	0	0	0	0	0	0	0	0
PO8+	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	14	0	0	2	14	2	14	4	29	6	43	0	0

Sexual Orientation

Grade Group	Total No. Staff	Bi-Sexual		Gay Man		Hetrosexual		Lesbian		Prefer not to say		Not Declared	
		No. Staff	% Grade Group	No. Staff	% Grade Group	No. Staff	% Grade Group	No. Staff	% Grade Group	No. Staff	% Grade Group	No. Staff	% Grade Group
SC1-SC5	10	1	10	0	0	7	70	0	0	0	0	2	20
SC6-SO1	1	0	0	0	0	1	100	0	0	0	0	0	0
PO1-PO3	3	0	0	0	0	1	33	0	0	0	0	2	67
PO4-PO7	0	0	0	0	0	0	0	0	0	0	0	0	0
PO8+	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	14	1	7	0	0	9	64	0	0	0	0	4	29

Religion or Belief

Grade Group	Total No. Staff	Buddhist		Christian		Hindu		Jewish		Muslim		None		Rastafarian		Sikh		Other		Prefer not to say		Not Declared	
		No. Staff	% Grade Group	No. Staff	% Grade Group	No. Staff	% Grade Group	No. Staff	% Grade Group	No. Staff	% Grade Group	No. Staff	% Grade Group	No. Staff	% Grade Group	No. Staff	% Grade Group	No. Staff	% Grade Group	No. Staff	% Grade Group	No. Staff	% Grade Group
SC1-SC5	10	0	0	5	50	0	0	0	0	0	0	0	0	0	0	1	10	0	0	0	0	4	40
SC6-SO1	1	0	0	1	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PO1-PO3	3	0	0	1	33	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	67
PO4-PO7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PO8+	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	14	0	0	7	50	0	0	0	0	0	0	0	0	0	0	1	7	0	0	0	0	6	43

Marital Status

Grade Group	Total No. Staff	Married		Single		Divorced		Separated		Widow		Not Declared	
		No. Staff	% Grade Group	No. Staff	% Grade Group	No. Staff	% Grade Group	No. Staff	% Grade Group	No. Staff	% Grade Group	No. Staff	% Grade Group
SC1-SC5	10	1	10	1	10	0	0	0	0	0	0	8	80
SC6-SO1	1	0	0	0	0	0	0	0	0	0	0	1	100
PO1-PO3	3	0	0	0	0	0	0	0	0	0	0	3	100
PO4-PO7	0	0	0	0	0	0	0	0	0	0	0	0	0
PO8+	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	14	1	7	1	7	0	0	0	0	0	0	12	86