

ITEM 13
Appendix 3

EQUALITY IMPACT: SCREENING AND ASSESSMENT FORM

This form is to be used in conjunction with the Equality Impact Assessment Guidelines. Please refer to these before starting; if you require further guidance contact community.planning@west-dunbarton.gov.uk

Section 1: Policy/Function/Decision (PFD) Details	
A PFD is understood in the broad sense including the full range of functions, activities and decisions the council is responsible for.	
Name of PFD:	Integrated Children’s Services Plan 2021-2023
Lead Department & other departments/ partners involved:	Education, learning and Attainment
Responsible Officer	Claire Cusick Senior Education Officer
Impact Assessment Team	Claire Cusick Senior Education Officer Alan Munro – Quality & Performance Officer
Is this a new or existing PFD?	New
Start date: 1 April 2021	End date: 31 March 2023
Who are the main target groups/ who will be affected by the PFD ?	Children and young people in West Dunbartonshire, their parents and carers, all staff who support them.
Is the PFD Relevant to the General duty to eliminate discrimination, promote equal opportunities or foster good relations? Please enter brief detail	Yes – The existing plan has been evaluated and a new one devised with a shift in emphasis to ensure greater consistency in approaches to supporting children and young people and reflect on latest National Expectations; in line with the national care review, the UNCRC, the local and national mental health strategies and ASN review . It is envisaged that this will provide staff with strategies to support early and effective intervention and be clearer in in their individual and collective responsibilities and roles. It also ensures the voice of parents and young people are integral to the planning processes.
Yes:	If yes, complete all sections, 2-9

No:	If no, complete only sections 8-9
	If don't know, complete sections 2 & 3 to help assess relevance

Section 2: Evidence

Please list the available evidence used to assess the impact of this PFD, including the sources listed below. Please also identify any gaps in evidence and what will be done to address this.

Available evidence:

Consultation/ Involvement with community, including individuals or groups or staff as relevant	There has been consultation with Youth Alliance, Champions' Board, partners, HT's, practitioner forums, Education and HSCP central staff.
Research and relevant information	GIRFEC, Children and Young People (Scotland) Act 2014, The Independent Care Review- The Promise, UNCRC review, ASN review, Children and Young Person Mental Health Taskforce Report, Scottish Government Documentation – Included , Engaged and Involved Children's Commissioner's Report – No Safe Place
Officer knowledge	Feedback from professional forums such as Nurtured DIG, Joint Children's Services Review Group, CPC, Mental Health Strategy Working Group
Equality Monitoring information – including service and employee monitoring	The range of partners contributing to the plan have ensured it is informed by information about needs of specific groups such as those with additional support needs, neurodiversity and disability.
Feedback from service users, partner or other organisation as relevant	Participants at professional forums such as Children's Services team meetings, asn coordinators, pupil support forums, Nurtured DIG, Mental Health Strategy Group, CPC and Joint Children's Services review have indicated they welcome a revised and updated ICS Plan which incorporates joint approaches to supporting children, young people and families with a well equipped workforce.
Other	

Are there any gaps in evidence? No

Gaps identified	
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Measure to address these	
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Note: Link to Section 6 below Action Plan to address any gaps in evidence

Section 3: Involvement and Consultation
 Include involvement and consultation relevant to this PFD, including what has already been done and what is required to be done, how this will be taken and results of the consultation.

Please outline details of any involvement or consultation, including dates carried out, protected characteristics. Also include involvement or consultation to be carried out as part of the developing and implementing the policy.

Details of consultations	Dates	Findings	Characteristics
N/A			Race
			Sex
			Gender Reassignment
			Disability
			Age
			Religion/ Belief

			Sexual Orientation
			Civil Partnership/ Marriage
			Pregnancy/ Maternity
			Cross cutting

Note: Link to Section 6 below Action Plan

Section 4: Analysis of positive and Negative Impacts

Protected Characteristic	Positive Impact	Negative Impact	No impact
Race	x		
Sex	x		
Gender Re-assignment	x		
Disability	x		
Age			x
Religion/ Belief			x

Sexual Orientation	x		
Civil Partnership/ Marriage; this PC is not listed as relevant for Specific Duties; however under the General Duty we are required to eliminate any discrimination for this PC.			x

Note: Link to Section 6 below Action Plan in terms of addressing impacts

Section 5: Addressing impacts

Select which of the following apply (use can choose more than one) and give a brief explanation – to be expanded in Section 6: Action Plan

1. No major change	
2. Continue the PFD	x
3. Adjust the PFD	
4. Stop and remove the PFD	

Give reasons:

Note: Link to Section 6 below Action Plan

Section 6: Action Plan describe action which will be taken following the assessment in order to; reduce or remove any negative impacts, promote any positive impacts, or gather further information or evidence or further consultation				
Action	Responsible person	Intended outcome	Date	Protected Characteristic
Improve joint working and planning to meet the needs of children, young people and families via the Plan.	CCusick	Improved outcomes and early help from the right people at the right time. Skilled staff equipped to provide consistent support.	30/4/22	Disability Gender Gender Reassignment Race Age Sexual Orientation
				Religion/ Belief
				Civil Partnership/ Marriage Pregnancy/ Maternity
				Cross cutting
Are there any negative impacts which cannot be reduced or removed? please outline the reasons for continuing the PFD				
No				
Section 7: Monitoring and review				

Please detail the arrangements for review and monitoring of the policy		
How will the PFD be monitored? What equalities monitoring will be put in place?	Yes, we will monitor impact of the plan to determine trends emerging including those with protected characteristics.	
When will the PFD be reviewed?	termly	
Is there any procurement involved in this PFD? If yes please confirm that you have read the WDC Equality and Diversity guidance on procurement	No and yes I have read the guidance.	
Section 8: Signatures		
The following signatures are required:		
Lead/ Responsible Officer:	Signature: Claire Cusick Senior Education Officer	Date: 2/6/21
EIA Trained Officer:	Signature: Alan Munro – Quality & Performance Officer	Date: 2/6/21
Section 9: Follow up action		
Publishing: Forward to community Planning and Policy for inclusion on intranet/internet pages	Signature:	Date:2/6/21
Service planning: Link to service planning/ covalent – update your service plan/ covalent actions accordingly	Signature:CCusick	Date:2/6/21
Give details, insert name and number of covalent action and or related PI:		
Committee Reporting: complete relevant paragraph on committee report and provide further information as necessary	Signature: CCusick	Date:2/6/21
Completed form: completed forms retained within department and copy passed to Policy Development Officer (Equality) within the CPP team	Signature:	Date:2/6/21