Equality Impact Assessment

The Council has a duty to consider the needs and requirements of the community who are affected by our policies and procedures. This checklist has been developed to ensure that relevant groups are neither directly or indirectly discriminated against in the planning and delivery of Council services in compliance with legislation and good practice.

An impact assessment is a systematic way of finding out the impact of a policy or proposed policy on different groups. Officers are required to identify the likely outcomes/impacts that may result from introducing a policy/procedure.

Examples of groups that can be disadvantaged if their specific needs are not considered are women/parents/carers, people from different ethnic minorities, people with disabilities/impairments and Welsh speakers.

How should you assess impact?
1. Identifying the objectives of your policy and how it will work
2. Examining the data and research available
3. Assessing the likely impact on equality
4. Consulting people who are likely to be affected by your policy
5. Making arrangements to monitor and review your policy and its impact
6. Publishing the results of the assessment

It is the responsibility of the Head of Service or Operational Manager responsible for each policy to ensure that an assessment has been completed for the policy identified.

The form should be completed electronically and returned to the Equalities Section :
LJBrown@valeofglamorgan.gov.uk
If you have any queries, telephone: 01446 709362

Policy/practice title: Youth Service restructure

Who is responsible for developing and implementing the policy/practice?

Name: Andy Borsden	Job Title: Principal Youth Officer
Directorate: Learning and Development	Division: Youth Service
Assessment Date: 13/6/11	

1. Objectives

What are the objectives of the policy/practice being developed or reviewed?
1. The reorganisation of the Youth Service to meet expenditure priorities 2. To reorganise the service to meet service users needs 3. To make the service more efficient , and economic 4. To ensure the service can respond to Welsh Government policy agendas more readily 5. To make the service more inclusive for potential service users.

2. Background data:

Who is intended to benefit from this policy/practice?	Please ✔
All residents of the Vale of Glamorgan	
Internal departments (please state):	
Customers/residents in a specific geographical location	
Specific customers (age, gender, etc.) Please identify: All young people aged 11-25 years	x
Other Please specify:	
What research or baseline information do you have about how your service is used by various groups of people?	
Annual audit data complied by WG in June each year	
Management of Information System data	

3. Gender

Will the policy/practice have a **negative impact** directly or indirectly on different genders?

Please ✔	Yes	No
Women		x
Men		x

Will the policy/practice have a **positive impact** directly or indirectly on different genders?

Please ✔	Yes	No
Women	x	
Men	x	

Please give details of the negative impact?
None
Please give details of the positive impact?

The reorganisation will ensure greater equality amongst colleagues, service users and ensure more minority groups have access to the service
What action(s) can you take to mitigate the negative impact?
Targeted themes of work to ensure the service is more inclusive
What action(s) can you take to have a more positive impact?
• Conducted a service re-organisation,   • Reviewed how to best distribute resources and redirect service teams   • to collaborate in local, regional and national partnerships
What supporting evidence do you have?
Cabinet reports, interviews with staff, Annual audit data, Safer Vale partnership reports

4. Race

People from different black and minority ethnic communities may use Council services differently (for example will women from certain minority communities use the Council's swimming pool more often if same sex swimming arrangements are in place).

Will the policy/practice have a **negative impact** on the following groups?

Please ✔	Yes	No
Black and minority ethnic population		x
Economic migrants		x
Asylum seekers and refugees		x

Will the policy/practice have a **positive impact** on the following groups?

Please ✔	Yes	No
Black and minority ethnic population	x	
Economic migrants	x	
Asylum seekers and refugees	x	

Please give details of the negative impact?
None
Please give details of the positive impact?
The reorganisation specifically targets minority groups and those most disadvantaged in society. Inclusion is a key strand in the service change and will ensure those on the margins of exclusion are given the opportunity to engage in Youth Services.
What action(s) can you take to mitigate the negative impact?
Redirect resources and manpower
What action(s) can you take to have a more positive impact?
Ensure that the service is more responsive to those on the margins of society and those most disadvantaged.
What supporting evidence do you have?
Safer Vale Substance Management of Information Systemuse survey, Cordis Bright Research, Rural Vale Survey

5. Disability

Will the policy/practice have a **negative impact** on people with disabilities?

Disability: please ✔	Yes	No

Visually impaired		x
Hearing impairment		x
Physically disabled		x
Learning disability		x
Mental health problem		x
Other:		

Will the policy/practice have a **positive impact** on people with disabilities e.g. will services be more accessible?

Disability: please ✔	Yes	No
Visually impaired	x	
Hearing impairment	x	
Physically disabled	x	
Learning disability	x	
Mental health problem	x	
Other:		

Please give details of the negative impact?
None
Please give details of the positive impact?
More inclusive service specifically targeted at engaging with those young people who have disabilities and or learning needs
What action(s) can you take to mitigate the negative impact?
The reorganisation specifically targets minority groups and those most disadvantaged in society. Inclusion is a key strand in the service change and will ensure those on the margins of exclusion are given the opportunity to engage in Youth Services
What action(s) can you take to have a more positive impact?
Re structuring of the Youth Service to become more inclusive and accessible to all young people
What supporting evidence do you have?
Cabinet reports, interviews with staff, Annual audit data

6. Welsh language
Will the policy/practice have a **negative impact** on the Welsh language?

Please ✔	Yes	No
		x

Will the policy/practice provide a **positive impact** on the Welsh language, in accordance with the Council's Welsh Language Scheme, e.g. translation of documents, Welsh speaking member of staff, bilingual automated telephone system, bilingual forms, etc.?

Please ✔	Yes	No
	x	

Please give details of the negative impact?
None
Please give details of the positive impact?
Redirection of manpower and increased resources for the Welsh Language
What action(s) can you take to mitigate the negative impact?
Additional training for staff on how to develop projects and curriculums where the Welsh Language and culture are highlighted.
What action(s) can you take to have a more positive impact?
Partnership arrangements with Urdd Gobiath Cymru, strong links with Welsh medium comprehensive and primary schools
What supporting evidence do you have?
Minutes of meetings, Management Information System data, financial records, Revenue funding reports from Welsh Government.

7. Age

Will the policy/practice have a **negative impact** for younger/older people?

Please ✔	Yes	No
Under 25 years		x
Over 50 years		x

Will the policy/practice provide a **positive impact** for younger/older people?

Please ✔	Yes	No
Under 25 years	x	
Over 50 years	x	

Please give details of the negative impact?
None
Please give details of the positive impact?
The Vale of Glamorgan Youth Service will be available to young people aged 11-25 years and will give priority to those 13-19 years. The reorganisation will allow for greater access and be driven by the needs of our service users in this category
What action(s) can you take to mitigate the negative impact?
The service is open to all young people, on a voluntary basis. Staff and volunteers will work in an non discriminatory way and will also practice anti oppressive methods. We will also look to make the access and visibility of our service available to all young people 11-25.
What action(s) can you take to have a more positive impact?
Re structuring of the Youth Service to become more inclusive and accessible to all young people
What supporting evidence do you have?
Minutes of meetings, Management Information System data, financial records, Revenue funding reports from Welsh Government

8. Religion and belief

Will the policy/practice provide a **negative impact** for people with different religions or beliefs?

Religion/belief: please ✔	Yes	No
		x

Will the policy provide a **positive impact** for people with different religions or beliefs?

Religion/belief: please ✔	Yes	No
	x	

Please give details of the negative impact?	
None	
Please give details of the positive impact?	
The reorganisation specifically targets minority groups and those most disadvantaged in society. Inclusion is a key strand in the service change and will ensure ethnicity and culture are respected and included within our curriculum of activities.	
What action(s) can you take to mitigate the negative impact?	
Consult with minority groups and allow them to participate in service design and curriculum development to ensure that the service can meet their needs.	
What action(s) can you take to have a more positive impact?	
Re structuring of the Youth Service to become more inclusive and accessible to all young people	
What supporting evidence do you have?	
Minutes of meetings, Management Information System data, financial records, Revenue funding reports from Welsh Government	

9. Sexual orientation

Will the policy provide a **negative impact** for gay men/lesbians/bisexuals

Sexual orientation: please ✔	Yes	No
Gay men/lesbians/bisexuals		x

Will the policy provide a **positive impact** for gay men/lesbians/bisexuals?

Sexual orientation: please ✔	Yes	No
Gay men/lesbians/bisexuals	x	

Please give details of the negative impact?	
None	
Please give details of the positive impact?	
The service has a cornerstone of practice based on equality. The service is open to all young people regardless of creed culture ethnicity or sexual orientation. The reorganisation will allow for improved curriculums and access to activities to raise awareness of sexual orientation and choices.	
What action(s) can you take to mitigate the negative impact?	
Improved awareness, through training programmes, of staff and volunteers to issues around sexuality. Staff and volunteers will work in an non discriminatory way and will also practice anti oppressive methods.	
What action(s) can you take to have a more positive impact?	
The service will engage in partnerships with gay/lesbian/and bisexual groups to ensure that young people have access to appropriate information on these life choices.	
What supporting evidence do you have?	

Management Information system data on curriculum activity specifically targeting sexual health.

10. Consultation

What arrangements have been made to consult with:
- men/women/parents/carers
- the black and minority ethnic community (including asylum seekers, refugees, economic migrants)
- people with disabilities / impairments (sensory, physical, learning, medical etc)
- the Welsh speaking community
- other 'hard to reach' or vulnerable groups (e.g. young/older people, low income families)

Consultation activities that have taken place (include the method of consultation e.g. focus group, survey, public meeting, citizens panel, etc.)
Volunteer forums, schools consultations, staff appraisals, users satisfaction questionnaires, PACT meeting feedback, street base surveys.
Who was consulted?
Young people, residents, staff and volunteers, young people with a disability or learning difficulty
How have the results of the consultation been implemented?
The restructuring of the service is a direct result of user feedback and service information.

11. Monitoring

How will you monitor the impact of this policy on service users?
Through evaluation reports, attendance data, user feedback, management of information system, peer inspection
Street based surveys, messages to our website.
What monitoring data will you collect (number of people with a disability, black and minority ethnic communities, women/men, Welsh speakers, etc.)?
Using the service Management of Information System, the service collects data on ethnicity, disability, health, gender, location of user via wards, attendance, welsh language

Publication of policy

How will you publish and publicise the policy to ensure equality of access to this information (including raising awareness with minority groups, publishing information in accessible formats, etc.)?

Details: Via the Vale of Glamorgan Staffnet service, Vale of Glamorgan Website, on www.Swoosh.me.net

12. Further action

Any recommendations for action that you plan to take as a result of this impact assessment (listed in the sections above) should be included in your Team Plan or Departmental Service Plan.

13. Completed Impact Assessments:

Email a copy of this form to the Corporate Equalities Officer. Completed forms will be published on the Council's website.

14. Authorisation

(This form should be authorised by the relevant Head of Service or Operational Manager for the department).

Approved by (name): Caroline Rees	Date:
Designation: Head of Inclusion	