

Equality Impact Assessment: Stage 1 Initial Screening

Details of Officer completing this form:					
Name:	Des O'Donoghue	Job Title:	Head of Brokerage, Contracts & Community Services	Date:	123/10/23
Dept:	IHASC	Service:	Safeguarding & Community Services		
What change is being proposed? Provide a brief description (and title if applicable)					
A recent review of the service has led to the proposed combining of the Quality Assurance function within HASC into one function. This will lead to the deletion of the Deputy Brokerage Operations Manager role (1 x MM1). The transfer will mean the deletion of the Deputy Brokerage Operations Manager, as the Quality Improvement Team Manager (MM2) will have capacity to manage the combined service.					
Does the proposal?					
Affect service users, employees or the wider community			YES		
Have an impact on how services are delivered					NO
Plan to withdraw a service, activity or presence					NO
Plan to introduce a new service or activity					NO
Aim to improve access to, or the delivery of a service			YES		
Involve a commitment of resources					NO
Relate to an area where there are known inequalities					NO
<p>If you have answered no to all the questions in the screening process, you do not need to complete a full Equality Impact Assessment. This decision must be signed off by your Head of Service and sent to equalit@enfield.gov.uk</p>					
Sign off by Head of Service: Des O'Donoghue c. of. 23/10/2023					
Name:		Signature:		Date:	
<p>Please note: If equality issues are identified during the course of the policy, plan or practice development/review, the EqlA Initial Screening will need to be revisited. This may result in a full EqlA being required where it previously was not.</p>					

SECTION 1 - Equality Analysis Details

Title of service activity/ policy/ strategy/ budget change/ decision that you are assessing	Quality Assurance Team Restructure
Lead officer(s) name(s) and contact details	Des O'Donoghue
Team/ Department	Community Services - Strategy & Service Development
Executive Director	Tony Theodoulou
Cabinet Member	Cllr Alev Cazimoglu
Date of EqIA completion	24 October 2023

SECTION 2 - Summary of Proposal

Please give a brief summary of the proposed service change / policy/ strategy/ budget change/project plan/ key decision

Please summarise briefly:

What is the proposed decision or change?
 What are the reasons for the decision or change?
 What outcomes are you hoping to achieve from this change?
 Who will be impacted by the project or change - staff, service users, or the wider community?

What is the proposed decision or change?

A recent review of the service has led to the proposed combining of the Quality Assurance function within HASC into one function. This will lead to the deletion of the Deputy Brokerage Operations Manager role (1 x MM1). The transfer will mean the deletion of the Deputy Brokerage Operations Manager, as the Quality Improvement Team Manager (MM2) will have capacity to manage the combined service.

At present there are two Quality Assurance teams as follows:

The Quality Assurance Team currently sits with the Strategy and Service Development Service within the People Directorate. All Local Authorities must make sure the care and support services it uses are good quality and provide value for money. The duties around

standards and quality for establishments and agencies are contained within Section five of the Care Act 2014 and the Children and Families Act 2014. The role of the team is to complement rather than duplicate the role of regulatory organizations like the Care Quality Commission or OFSTED. The Quality Assurance Team supports this through the completion and reporting of quality assurance and service improvement (QA) reviews. All service providers, whether they CQC or OFSTED registered or not, will have a QA review. The team uses a risk-based approach to priorities work across the market and to highlight areas for detailed work with providers. Quality Assurance visits will not be limited to regulated providers but will also include services provided by but not limited to, the Voluntary and Community Sector (VCS) and supported living schemes

Quality Improvement Team

The Quality Improvement team sits with the adults Safeguarding service and carries out the following tasks:

Provider Concerns Process

The team lead on the LBE Provider Concerns process in line with the LBE Provider Concerns process and policy

Safeguarding Information Panel

The team facilitate and manage the SIP meetings and actions and initiatives generated

Supporting Failing Providers

The team provide a range of targeted support mechanisms to service providers at the earliest opportunity to make required service improvements.

Supporting the Councils Inhouse Services

Regular spot checks and monitoring reviews to ensure services are CQC compliant and any areas of concern are identified and resolved.

Delivering Infection Prevention and Control training

All team members are fully trained Opus train the trainers for IPC refresher training. This was part of the teams Covid response to support social care providers and council staff to work safely and reduce the risks of cross contamination of infectious illnesses.

Care of Pets Service

This statutory function of the council requires the team to work flexibly and creatively to ensure that pets of people with care and support needs are cared for if their owners require an unplanned hospital admission or treatment away from their home.

Quality Checker Project

The Team facilitates this project and recruits and trains volunteers with experience of receiving a social care service. Volunteers are involved in several projects to review social care services and make realistic recommendations to make improvements. The project volunteers have developed and apply 'a mum test' and a 'small changes make big differences' motto when working on their chosen projects.

What are the reasons for the decision or change?

1. **Improved Services:** The merging of both services will lead to improved quality and continuity of care for clients through the sharing of best practices and resources.
2. **Cost Efficiency:** Due to the Council's current financial pressures and the need to streamline services, the deletion of the Deputy Brokerage Operations Manager will aid the overall savings needing to be achieved. At present the Deputy Brokerage Operations Manager also has Brokers reporting to the post, however these Brokers will report direct to the Brokerage Operations Manager.
3. **Enhanced Expertise:** Will bring together services with different areas of expertise, creating a more comprehensive range of services and knowledge.
4. **Increased Capacity:** We can expand the capacity to serve more individuals, reducing waiting lists and meeting growing demand for social care services.
5. **Risk Mitigation:** Centralising the burden of risks associated with funding changes, regulatory compliance, and market fluctuations.
6. **Better Staffing and Training:** Will provide opportunities for staff development and training, ultimately leading to a more skilled workforce.
7. **Compliance and Standards:** ensuring that we meet regulatory requirements and industry standards more effectively

What outcomes are you hoping to achieve from this change?

To create a streamlined service therefore avoiding duplication and targeting resources where needed. The change will also ensure to stop the confusion in terms of internal and external colleagues knowing what each team delivered.

SECTION 3 - Equality Analysis

This section asks you to consider the potential differential impact of the proposed decision or change on different protected characteristics, and what mitigating actions should be taken to avoid or counteract any negative impact.

According to the Equality Act 2010, protected characteristics are aspects of a person's identity that make them who they are. The law defines 9 protected characteristics:

1. Age
2. Disability
3. Gender reassignment.
4. Marriage and civil partnership.
5. Pregnancy and maternity.
6. Race
7. Religion or belief.
8. Sex
9. Sexual orientation.

At Enfield Council, we also consider socio-economic status as an additional characteristic.

"Differential impact" means that people of a particular protected characteristic (eg people of a particular age, people with a disability, people of a particular gender, or people from a particular race and religion) will be significantly more affected by the change than other groups. Please consider both potential positive and negative impacts, and, where possible, provide evidence to explain why this group might be particularly affected. If there is no differential impact for that group, briefly explain why this is not applicable.

Please consider how the proposed change will affect staff, service users or members of the wider community who share one of the following protected characteristics.

Age

This can refer to people of a specific age e.g. 18-year olds, or age range e.g. 0-18 year olds.

Will the proposed change to service/policy/budget have a **differential impact [positive or negative]** on people of a specific age or age group (e.g. older or younger people)?

Please provide evidence to explain why this group may be particularly affected.

The age profile of the team is spread across a range of age bandings.

Mitigating actions to be taken

Support staff members affected to seek suitable alternative employment within the Council by providing access to redeployment opportunities and training in interview success.

Disability

A person has a disability if they have a physical or mental impairment which has a substantial and long-term adverse effect on the person's ability to carry out normal day-day activities.

This could include:

Physical impairment, hearing impairment, visual impairment, learning difficulties, long-standing illness or health condition, mental illness, substance abuse or other impairments.

Will the proposed change to service/policy/budget have a **differential impact [positive or negative]** on people with disabilities?

Please provide evidence to explain why this group may be particularly affected.

There will be no impact on the number of staff who have declared a disability, however, it is recognised that not all staff choose to declare a disability.

Mitigating actions to be taken

It is important to recognise that a restructure can increase anxiety and stress and staff should be offered appropriate support such as EAP service and reasonable adjustments for any suitable alternative employment if a disability is declared.

Gender Reassignment

This refers to people who are proposing to undergo, are undergoing, or have undergone a process (or part of a process) to reassign their sex by changing physiological or other attributes of sex.

Will this change to service/policy/budget have a **differential impact [positive or negative]** on transgender people?

Please provide evidence to explain why this Group may be particularly affected.

There is no data to support this section and no issues identified. Should a staff member make a disclosure they will be appropriately supported in line with Council Policy and best practice.

Mitigating actions to be taken

Any member of the team will be supported if they are proposing to undergo are undergoing or have undergone a process of gender reassignment.

Marriage and Civil Partnership

Marriage and civil partnerships are different **ways** of legally recognising relationships. The **formation of a civil partnership must remain secular, where-as a marriage can be conducted through either religious or civil ceremonies. In the U.K both marriages and civil partnerships can be same sex or mixed sex. Civil partners must be treated the same as married couples on a wide range of legal matters.**

Will this change to service/policy/budget have a **differential impact [positive or negative]** on people in a marriage or civil partnership?

Please provide evidence to explain why this group may be particularly affected

There is no data to support this section.

Mitigating actions to be taken

The staff members will be supported regardless of marriage or civil partnership status.

<p>Pregnancy and maternity</p> <p>Pregnancy refers to the condition of being pregnant or expecting a baby. Maternity refers to the period after the birth and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth, and this includes treating a woman unfavourably because she is breastfeeding.</p>
<p>Will this change to service/policy/budget have a differential impact [positive or negative] on pregnancy and maternity?</p> <p>Please provide evidence to explain why this Group may be particularly affected</p>
<p>The staff members are unlikely to be impacted by this personal characteristic.</p>
<p>Mitigating actions to be taken</p> <p>Any pregnant members of the team would be supported in line with Council policy and statutory requirements.</p>

<p>Race</p> <p>This refers to a group of people defined by their race, colour, and nationality (including citizenship), ethnic or national origins.</p>
<p>Will this change to service/policy/budget have a differential impact [positive or negative] on people of a certain race?</p> <p>Please provide evidence to explain why this group may be particularly affected</p>
<p>The ethnicity profile of the team is attached, and which shows a diverse profile.</p>
<p>Mitigating actions to be taken</p> <p>The Council wants a workforce that reflects the local population. Any future vacant positions will continue to be advertised to encourage applications from candidates with diverse backgrounds.</p>

Religion and belief

Religion refers to a person's faith (e.g. Buddhism, Islam, Christianity, Judaism, Sikhism, Hinduism). Belief includes religious and philosophical beliefs including lack of belief (e.g. Atheism). Generally, a belief should affect your life choices or the way you live.

Will this change to service/policy/budget have a **differential impact [positive or negative]** on people who follow a religion or belief, including lack of belief?

Please provide evidence to explain why this group may be particularly affected.

There is no data to support this section.

Mitigating actions to be taken

All staff will be supported regardless of their religion or belief.

Sex

Sex refers to whether you are a man or woman.

Will this change to service/policy/budget have a **differential impact [positive or negative]** on men or women?

Please provide evidence to explain why this group may be particularly affected.

The gender breakdown for the team is weighted in favour of females.

Mitigating actions to be taken

The Council wants a workforce that reflects the local population and will encourage applications for any future vacant positions from candidates with diverse backgrounds and gender groups.

Sexual Orientation

This refers to whether a person is sexually attracted to people of the same sex or a different sex to themselves. Please consider the impact on people who identify as heterosexual, bisexual, gay, lesbian, non-binary or asexual.

Will this change to service/policy/budget have a **differential impact [positive or negative]** on people with a particular sexual orientation?

Please provide evidence to explain why this group may be particularly affected.

There is no data for this section.

Mitigating actions to be taken

All staff will be supported regardless of their sexual orientation.

Socio-economic deprivation

This refers to people who are disadvantaged due to socio-economic factors e.g. unemployment, low income, low academic qualifications or living in a deprived area, social housing or unstable housing.

Will this change to service/policy/budget have a **differential impact [positive or negative]** on people who are socio-economically disadvantaged?

Please provide evidence to explain why this group may be particularly affected.

There is no data for this section.

Mitigating actions to be taken.

All staff will be supported regardless of their personal circumstances. Staff have access to the EAP which provides advice and counselling on a wide range of topics including finances and debt management.

SECTION 4 - Monitoring and Review

How do you intend to monitor and review the effects of this proposal?

Who will be responsible for assessing the effects of this proposal?

The combining of services will be under regular review to ensure that there has been no adverse impact to service delivery to our customers. Staff affected will be supported during this process by means of regular communication and consultation and access to the Council's EAP.

The Head of Service(s) will be responsible for reviewing the impact of the restructure of the teams combining.

SECTION 5 - Action Plan for Mitigating Actions.

Identified Issue	Action	Responsible Officer	When	Costs	Review Date/Completion
Ethnicity profile for the service	Ensure future recruitment requirements reach candidates from diverse groups. Encourage applications from applicants from different backgrounds.	Operational Manager and HOS(s)	On-going	No additional costs identified	On-going
Potential Redundancy	Ensure employee has access to Redeployment and EAP	Operational Manager and HOS(s)	In accordance with HR deadlines	No additional costs identified	TBC
Combining of Services.	Talk to both teams affected, Ensure processes are streamlined Support from HOS(s) with implementation	Operational Manager and HOS(s)	December 2023	No additional costs identified	TBC