



EQUALITY IMPACT ASSESSMENT

Stage 1: Title and aims of the activity (“activity” is an umbrella term covering policies, procedures, guidance and decisions).	
Service	Housing and Social Work
Section	Children’s Services
Title of the activity etc.	Community Care; Family Placement ;Family Resource Centres; Youth Services; Residential Care Budgets
Aims of the activity	To deliver the Children’s Services Plan 2013/15. The aim of Children’s Services is to provide services to children in need and children at risk of harm in line with statutory requirements
Author(s) & Title(s)	 Head of Service (Children’s Services)
Stage 2: List the evidence that has been used in this assessment.	
Internal data (customer satisfaction surveys; equality monitoring data; customer complaints).	Statutory KPI’s; Children’s Services Performance Management Information; Significant Case Reviews; Customer Satisfaction Surveys (Viewpoint ‘ exit questionnaires); Young Peoples Organising and Campaigning Group,
Internal consultation with staff and other services affected.	Social Workers (Children’s Services Planning events); Team Briefs; KDI) ; ICT; Finance; HR; EL&L, Scottish Children’s Reporter Administration on specific projects/initiatives with Senior Management Team
External consultation (partner organisations, community groups, and councils.	Getting It Right For Every Child (GIRFEC) Implementation Partners; Child and Family Protection Committee Partners; - NHS Grampian, Police Scotland, Third Sector; Aberdeenshire Council Budget Simulator
External data (census, available statistics).	Child Protection Management Information; Educational Attainment data; Looked after Children data; Early Years Collaborative data
Other (general information as appropriate).	Care Inspectorate Scrutiny Reports at national and local levels

Stage 3: Evidence Gaps.	
Are there any gaps in the information you currently hold?	No

Stage 4: Measures to fill the evidence gaps.		
What measures will be taken to fill the information gaps before the activity is implemented? These should be included in the action plan at the back of this form.	Measures:	Timescale:

Stage 5: Are there potential impacts on protected groups? Please complete for each protected group by inserting "yes" in the applicable box/boxes below.				
	Positive	Negative	Neutral	Unknown
Age – Younger			Yes	
Age – Older			Yes	
Disability			Yes	
Race – (includes Gypsy Travellers)			Yes	
Religion or Belief			Yes	
Gender – male/female			Yes	
Pregnancy and maternity			Yes	
Sexual orientation – (includes Lesbian/ Gay/Bisexual)			Yes	
Gender reassignment – (includes Transgender)			Yes	
Marriage and Civil Partnership			Yes	

Stage 6: What are the positive and negative impacts?		
Impacts.	Positive (describe the impact for each of the protected characteristics affected)	Negative (describe the impact for each of the protected characteristics affected)
Please detail the potential positive and/or negative impacts on those with protected characteristics you have highlighted above. Detail the impacts and describe those affected.		

Stage 7: Have any of the affected groups been consulted?	
If yes, please give details of how this was done and what the results were. If no, how have you ensured that you can make an informed decision about mitigating steps?	<p>Consultation has been undertaken through representatives of the protected groups; exit surveys of service users; national surveys; academic research and consultation on policy drivers. Individuals are always consulted on their own care plan.</p> <p>The consultation has indicated that the Getting It Right for Every Child (GIRFEC) ambitions remain valid. The exit surveys indicate that protected groups report similar experiences and satisfaction with service delivery as the wider group all service users.</p>

Stage 8: What mitigating steps will be taken to remove or reduce negative impacts?		
These should be included in any action plan at the back of this form.	Mitigating Steps	Timescale

Stage 9: What steps can be taken to promote good relations between various groups?	
These should be included in the action plan.	The fora / initiatives detailed in stage 2 are multi- agency in nature and focused on the shared ambition of providing an integrated service experience for the children concerned.

Stage 10: How does the policy/activity create opportunities for advancing equality of opportunity?

The Children's Services Plan is entirely coterminous with the Getting It Right For Every Child agenda which is concerned with every child irrespective of the presence or absence of protected characteristics.

Stage 11: What equality monitoring arrangements will be put in place?

These should be included in any action plan (for example customer satisfaction questionnaires).

The elements of the Children's Services Plan are addressed on a 6 weekly basis through the Child Care Continuous Improvement Group. Individual Equality Impact Assessments will be undertaken on specific projects and initiatives arising from the plan.

Stage 12: What is the outcome of the Assessment?

Please complete the appropriate box/boxes	1	No negative impacts have been identified –please explain.
	The activity provides the financial resources to support the delivery of the Children's Services Plan. The plan takes account of the relevant importance of certain aspects of the Children's Services including those within the protected characteristic groupings.	
	2	Negative Impacts have been identified, these can be mitigated - please explain. * Please fill in Stage 13 if this option is chosen.
	N/A	
	3	The activity will have negative impacts which cannot be mitigated fully – please explain. * Please fill in Stage 13 if this option is chosen
	N/A	

* Stage 13: Set out the justification that the activity can and should go ahead despite the negative impact.

Stage 14: Sign off and authorisation.

Sign off and authorisation.	1) Service and Team		
	2) Title of Policy/Activity	(if appropriate)	
	3) Authors: I/We have completed the equality impact assessment for this policy/activity.	Name: <input type="text"/>	Name:
		Position: Head of Service (Children's Services)	Position:
		Date: 04/11/2013	Date:
		Signature:	Signature:
		Name:	Name:
		Position:	Position:
	Date:	Date:	
	Signature:	Signature:	
4) Consultation with Service Manager	Name:		
	Date:		
5) Authorisation by Director or Head of Service	Name:	Name:	
	Position:	Position:	
	Date:	Date:	
6) If the EIA relates to a matter that has to go before a Committee, Committee report author sends the Committee Report and this form, and any supporting assessment documents, to the Officers responsible for monitoring and the Committee Officer of the relevant Committee. e.g. Social Work and Housing Committee.			Date:
7) EIA author sends a copy of the finalised form to: eia@abdshire			Date:
(Equalities team to complete) Has the completed form been published on the website? YES/NO			Date:

