

EINA INITIAL SCREENING – STAGE 1

As a public authority we need to ensure that our strategies, policies, functions and services, current and proposed have given due regard to equality and diversity.

Please complete the following questions to determine whether a Full Equality Assessment is required.

Name of policy, strategy or function: YOS Savings 2013	Ref: <div style="text-align: right; font-weight: bold;">CYPF0113YO</div>
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Responsible Officer: Dawn Roberts Directorate: CYPF	Role: Chairperson of Equality Assessment Task Group Assessment Date: 9 th January 2013
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Is this a: Policy <input type="checkbox"/> Strategy <input checked="" type="checkbox"/> Function <input type="checkbox"/> Service <input type="checkbox"/>
Is this: New or Proposed <input type="checkbox"/> Already exists and is being reviewed <input checked="" type="checkbox"/> Is Changing <input type="checkbox"/>

1. What are the main aims, objectives of the policy, strategy, function or service and the intended outcomes and who is likely to benefit from it

<p>Aims: Maintain a quality YOS service within a proposed reduced budget</p> <p>Objectives: Identify statutory responsibilities and the impact of service removal or reduction to service users, staff and stakeholders.</p> <p>Outcomes: Achieving budget reduction whilst continuing to prioritise public protection and prevent an increase in youth crime.</p> <p>Benefits: Delivery of service in a more efficient manner and greater ownership by partner agencies; opportunity to identify duplication across service and reduce wasted resources</p>
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2. Explain how the main aims of the policy, strategy, function or service will demonstrate due regard to the aims of the General Duty?

1. Eliminate discrimination, harassment and victimisation?	X <input type="checkbox"/>
2. Advance equality of opportunity?	X <input type="checkbox"/>
3. Foster good relations?	X <input type="checkbox"/>
4. Promote positive attitudes towards disabled people?	<input type="checkbox"/>
5. Encourage participation of disabled people?	<input type="checkbox"/>
6. Consider more favourable treatment of disabled people?	<input type="checkbox"/>

1. Change will take into account equality and diversity issues i.e. distance travelled by young people to reduced delivery sites; taking into account young people's access when they have special educational needs or are vulnerable due to poor mental health, age or looked after status. Risk of conflict and violence due to gang members associating within same building taken into account as part of the assessment.

2. Enhanced focus on joining up resources for the city to meet individual needs; access for all.

3. Opportunity for increased partnership at practitioner and strategic level. Staff consulted regarding savings. Viewpoint data from young people (consultation on views.)

4. Access to buildings taken into account. Support (transport) in accessing offices. Programmes are adapted to take ability into account.

5. Assessment identifies individual specific need.

6. Service advocates for young people with additional needs.

The strategy outlines the work being undertaken to promote better outcomes for young people in vulnerable groups across the Partnership including work to prevent exclusions, improve employment opportunities and reduce the risk of re-offending.

The Service engages translation services where necessary and has actively recruited staff with appropriate language skills to work with groups of young people who speak very little English. Within the Youth Offending Service, is a general principle that all young people should treat staff members and other young people with respect and this forms a part of what constitutes acceptable behaviour whilst they are subject to a court order. This is reinforced by the compliance and breach procedures operating within the Service. Group work establishes the opportunity for all young people to interact in a positive manner.

Despite attempts to minimise the effects of cuts it will undoubtedly impact on Birmingham City Council's ability to meet it's duty where youth crime is concerned as it will hinder the fostering of good relations with service users, the community, it's partners and it's employees.

3. What does your current data tell you about who your policy, strategy, function or service may affect:

Service users	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Employees	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Wider community	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

Please provide an explanation for your 'Yes' or 'No' answer

SERVICE USERS

- From Oct 2010- Sep 2011 there were 3238 new proven offences that related to 1607 offenders referred to the YOS. From Oct 2011-Sep 2012 this fell to 3078 offences and 1502 young offenders. Within these periods the Service worked with 2241 young offenders in 2011/12 compared with 2676 in 2010/12.
- Whilst there has been a 16% reduction in the number of young people supervised by the Service, the introduction of new legislation and new Youth Justice national standards has increased the expected face to face contacts with those on Court Orders, due to the complexities of the caseload: 62% of young people required more than the standard level of intervention.
- Ethnic Breakdown:

Asian British:	18.3%	(27.21% general population)
Black or Black British:	20.4%	(6.62% general population)
Chinese or Other ethnicity:	2.4%	(1.51% general population)

Mixed Heritage:	11.3%	(6.61% general population)
White British:	47.6%	(58.03% general population)

Black and mixed heritage young people are particularly over-represented per head of population in Birmingham (as with the wider national picture.)

- 81.5% of offences committed are by males, therefore females are a minority considering the composition of the general population. However, the female client group often have different needs to their male counterparts, hence the delivery of an ISS Gender Specific Programme
- A register of missing and sexually exploited young people reveals that some 75% are known or have been previously known to YOS.
- 206 young people received custodial sentences in the year 2011-12 many of whom are particularly vulnerable
- 524 Risk Management Plans completed 1.10.10-30.9.11 on 322 young people.
- 711 Vulnerability Management Plans completed on 420 young people some of which include referrals to Children's Services, Substance Misuse Treatment Services and CAMHS. A Thematic Review under Safeguarding was carried out in 2011 due to the relatively high incidence of suicide amongst the youth offender cohort. Numerous attempt suicides also trigger a review under Youth Justice Board reporting.
- YOS CAMHS nurses accepted 114 referrals relating to mental health concerns for those who need treatment 1.10.11- 30.9.12 and carried out some 400 consultations in that time.
- The strategy aims to reduce youth crime across the 10-17 age group and improve outcomes for vulnerable and disadvantaged groups.
- The Strategy highlights the positive work by the multi-agency partnership including reducing 'First-time entrants' and re-offending rates that are lower than the national average and reports the use of custodial remands and sentencing is higher than the national average.
- The data identifies the over-representation of Black young men within the criminal justice system and the range of actions being taken by the Partnership to reduce the over representation. The data identified that progress has been made in 2011/12 to reduce the number of Black young men in the criminal justice system and highlights the responses to address this, including contributing to early intervention work to reduce school exclusions and commissioning programmes to reduce gang affiliation which are significant to this agenda. A multi-agency Reducing Custody Steering Group has been established to address the over-representation issues.
- The strategy identifies a range of Service interventions, all of which are sensitive to religious beliefs and observances as laid down in legislation and National Standards. The Service also runs interventions which are specific to British Asian/Muslim boys, which are designed to reduce radicalisation and promote greater life chances.
- The strategy identifies a range of Service interventions, all of which take into account both physical disability and mental health needs. The strategy highlights work undertaken to improve the emotional well-being of young people and to address the needs of young people with a range of emotional and behavioural problems including those on the autistic spectrum.
- All major service changes including budgetary reduction plans are carried out after consultation with service users. Data is scrutinised to ensure that those clients living some distance from the YOT Offices are not disadvantaged in terms of compliance with an order by the distance that they had to travel (due to reduction of operational sites.) This includes significant numbers from minority ethnic groups.
- Examples of views from service users that inform service delivery are incorporated into the

Plan. This demonstrates the extensive feedback the Service collates from young people on orders, parents, victims and other stakeholders

WIDER COMMUNITY AND PARTNERS

- Potentially affect victims of crime-402 victims of young offenders were identified from 1.10.10- 30.9.11 and 280 took up the offer of an intervention. Notably 29% of victims were aged 17 or under.
- Cuts would undoubtedly affect the community in terms of a potential rise in anti social behaviour. The Service works with some 240 young people whose behaviour impacts on the community feeling safe in their neighbourhoods. It will also affect the ability of the service to meet new Anti Social Behaviour legislation effectively.
- Savings would impact on the ability to service Courts, including Community Courts, especially when considering new legislation that renders all young people remanded to custody as a Looked After young person.
- Savings would also impact on the ability to carry out Pre-Court preventative work in a constantly changing legislative environment whereby more is required of YOS at a time of dwindling budgets.
- Cuts in services could affect the relatively low re-offending rates by young people, which may result in more repeat crime towards the community.
- **During recent online consultations (January 2013) through Birmingham City Council 75% of respondents either disagreed or strongly disagreed with the proposed cuts to the Youth Offending Service**

EMPLOYEES

- All major service changes including budgetary reduction plans are carried out after consultation with staff. Before change is implemented managers are consulted and staff are asked to complete a staff preference document to indicate their desired work location and any post holders at risk are absorbed into other posts following ring fenced interviews where the skills set matches.
- Staff composition table below shows the ethnic make up of the service. When considering the data savings could disproportionately affect female staff and Black and Caribbean staff both male and female. Attention will be paid towards the grades of staff affected so that savings do not have a disproportionate effect.
- Historically staffing reductions have been achieved through deleting posts in training, administration (22%), Court posts, grade 6 posts, deputy and project managers (grade 5's), resource workers, casual staff, vacant posts (not case management.)
- Over the last 2 years (2010/11 and 2012/13) the YOS has lost some £1.8m in overall budget.
- Current Birmingham City Council employed (City Council and Grant funding) personnel equate to 209 staff. A further 37 staff are seconded to the YOS but would not be directly affected by the proposed cuts as they are paid directly by partner agencies (however some are currently considering some proportion of budgetary savings.)
- Should there be a need to cut a further 29-37 Birmingham City Council staff then this represents a further 15-20% cut to the workforce in addition to cuts already made over the last 2 years.
- The table overleaf shows the composition of Birmingham City Council staff employed by

gender and ethnicity:

BCC Employed

Ethnicity	Gender		Grand Total
	Female	Male	
Caribbean	1		1
Unspecified Asian	1	1	2
Unspecified White	3		3
White British	4	3	7
White Irish		1	1
	9	5	14
Caribbean	1	2	3
White British	1		1
	2	2	4
African		1	1
Bangladeshi	2		2
Caribbean	35	20	55
Indian	1	5	6
Other Asian	1	1	2
Other Black	1	1	2
Other Mixed	1		1
Other White	1	1	2
Pakistani	6	6	12
Unspecified Asian	2	3	5
Unspecified Black	15	4	19
Unspecified Mixed	1		1
Unspecified White	4	1	5
White and Asian		1	1
White and Black			
Caribbean	1		1
White British	39	24	63
White Irish		2	2
	110	70	180
African		1	1
Caribbean	1	1	2
Pakistani		1	1
Unspecified Asian	1	1	2
Unspecified Black	1		1
Unspecified White	1	2	3
White British		1	1
	4	7	11
	125	84	209

4. Are there any aspects of the policy, strategy, function or service, including how it is delivered, or accessed, that could contribute to inequality? (including direct or indirect discrimination to service users or employees)

Yes

No

Please provide an explanation for your 'Yes' or 'No' answer

The Service is funded from statutory partners (City Council, Police, Health and Probation) and the Youth Justice Board and we are awaiting the outcomes of settlements for all funding streams. Reductions to budgets could:

- Impact on the statutory duties of the Service including providing assessments, reports and interventions to young offenders at bail, remand and sentenced stages.
- Reduce engagement with, and delivery of services to victims of crime
- Increase re-offending rates in service users
- Weakened public protection and public perception of crime
- Accommodation for young people, particularly those leaving custody
- Access to building for staff and young people with disabilities
- Decrease of services to vulnerable groups – Looked After Children, those with Special Educational Needs and young people with emotional and mental health problems.

See data above

5. Will the policy, strategy, function or service, have an adverse (negative) impact upon the lives of people, including employees and service users?

Yes

No

Please provide an explanation for your 'Yes' or 'No' answer

A reduction in services may;

- Impact on the statutory duties of the Service including providing assessments, reports and interventions to young offenders at bail, remand and sentenced stages.
- Reduce engagement with, and delivery of services to victims of crime
- Increase re-offending rates in service users
- Weakened public protection and public perception of crime
- Accommodation for young people, particularly those leaving custody
- Access to building for staff and young people with disabilities
- Decrease of services to vulnerable groups – LAC, SEN, young people with emotional and mental health problems

The Service provides interventions that seek to reduce offending, re-offending and anti-social behaviour which promotes anti-discrimination and the cessation of harassment and victimisation whilst being mindful of individual needs in respect of disability, sex, gender reassignment, race, age, religion and belief, sexual orientation and marriage and civil partnership and pregnancy and maternity.

Impact covered in section 3 and 4.

6. Is an Equality Assessment required?

If your answer to question 2 has identified potential adverse impact and you have answered 'yes' to any of the following questions 3, 4, or 5, then you should carry out a Full Equality Assessment.

Does the Policy, Strategy, Function or Service require a Full Equality Assessment? Yes X No

If a Full Equality Assessment is required, before proceeding you should discuss the scope of the assessment with service managers in your service area as well as the Directorate Contact Officer.

If a Full Equality Assessment is **Not** required, please sign the declaration and complete the Summary statement below, then forward a copy of the Initial Screening to your Directorate Contact Officer

If a Full Equality Assessment **Is** required, you will need to sign the declaration and complete the Summary statement below, detailing why the Policy, Strategy, Function or Service is moving to a Full Equality Assessment. Then continue with your Assessment

DECLARATION

A Full Equality Assessment not required, the Initial Screening has demonstrated that the Policy, Strategy, Function or Service is robust; there is no potential for discrimination or adverse impact. All opportunities to promote equality have been taken.

Chairperson: Dawn Roberts

Summary statement: Summary statement required.

Sign-off Date: 14.1.2013

From the Initial Equality Assessment it is apparent that budget reductions may impact on the more vulnerable sections of our community. We are awaiting final notification on the level of financial cuts.
If it is a "worst case scenario" then we need to ensure that public and victim safety is not compromised by an increase in re-offending rates by this complex client group.
For the above reasons it is necessary to move to a full Equality Impact Assessment.

Quality check: The screening document has been checked using the agreed audit arrangements in the Directorate:

<p>Name: (Officer/Group carrying out the Quality Check) Veronika Quintyne</p> <p>Directorate: CYPFDirectorate</p> <p>Contact number: 0121 4643073</p>	<p>Date undertaken: 14.1.2013</p>	<p>Screening review statement:</p> <p>In recognition that there are aspects of the strategy that could contribute to inequality due to the awaited outcome of settlements for all funding streams I concur a full equality assessment is required.</p>
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Equality Assessment Task Group Members

<u>Name</u>	<u>Role on Task Group</u> (e.g. service user, manager or service specialist)	<u>Contact Number</u>
1. Chairperson - Dawn Roberts	Chair	0121 464 0600
2. Tracey Johnson	Deputy chair. Workload, staffing and operational risk management data Performance information	As above
3. George Pejic	Financial and business support information	As above
4. Sandra Benjamin	Financial and business support information	As above
5.		

FULL EQUALITY ASSESSMENT– STAGE 2

Step 1– Scoping the Equality Assessment

Building on the material included at the Initial Screening stage, you should begin the Equality Assessment by determining its scope. The Equality Assessment should consider the impact or likely impact of the policy, strategy, function or service in relation to all areas of our remit. The Equality Assessment should be proportionate to the significance and coverage of the policy, strategy, function or service.

1. What data, research and other evidence or information is available which will be relevant to this Equality Assessment? Please tick all that apply

Service Targets	<input checked="" type="checkbox"/>	Performance Targets	<input checked="" type="checkbox"/>	Service Take-up	<input checked="" type="checkbox"/>
	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>
User Satisfaction	<input checked="" type="checkbox"/>	Press Coverage	<input checked="" type="checkbox"/>	Census Data	<input checked="" type="checkbox"/>
	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>
Workforce Monitoring	<input checked="" type="checkbox"/>	Community Intelligence	<input checked="" type="checkbox"/>	Previous Equality Impact Assessment	<input checked="" type="checkbox"/>
	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>
Complaints & Comments	<input checked="" type="checkbox"/>	Information from Trade Unions	<input type="checkbox"/>	Staff Survey	<input checked="" type="checkbox"/>
	<input type="checkbox"/>				<input type="checkbox"/>
Other (please specify)	<input type="checkbox"/>				
	<input type="checkbox"/>				

Please provide details on how you have used the available evidence/information you have selected as part of your Assessment?

The Youth Offending Service is a multi agency partnership involving, Social Care and Education, Police, Probation and Health. The Service works across the four geographical areas of Birmingham and there are five multi agency youth offending teams, two being in the East due to high need; a court team, bail and remand team, an intensive supervision and surveillance team (alternative to custody) and a sexually harmful behaviour service.

The evidence and detailed data gathered for the Initial Equality Screening that is evident in Stage 1, Section 3 has provided us with an overview of the context that we work in, the required interventions and the needs analysis of the client and staff group. This is particularly important as it has enabled us to achieve savings without unduly affecting specific groups: services for female offenders and Black and Minority groups, vulnerable groups such as young people with Learning Disabilities and those with mental health issues. More use of time limited programmes and more use of group programmes will be more prevalent. This obviously carries some risks as individual needs cannot be prioritised.

Where staffing is concerned proposed savings against front line case holders will be kept to an absolute minimum which will mitigate against disproportionate loss of Black Caribbean staff. Some loss of ethnic minority staff to date has occurred through the PSS initiative therefore any further cuts will be kept to an absolute minimum.

Key responsibilities

The Service is responsible for all statutory assessments, Court reports and hold case management responsibility for statutory interventions for young offenders, their parents and victims of crime. The Service is also responsible for recruiting community members (volunteers) to chair its Referral Panels and operate an appropriate adult service. .

The Youth Justice outcomes

The key priorities of the service – reducing offending and re-offending, reducing the use of custody and effective risk management and safeguarding, have significant benefits to public safety and value for money.

Value for Money

Youth Justice Board data identified Birmingham YOS as the lowest funded core city per 10-17 population and the second lowest funded for disposals, as referenced in the City's Youth Justice Plan 2012-13. In 2012, the standardised Youth Justice Board's unit costs were applied to the Service's caseload data and identified a significant gap in funding. As a result the Service has relied more heavily on group work to reduce costs than is ideal to deliver programmes and operated caseloads that were equivalent to Children's Social Care. This leaves the Service with limited capacity for further savings without impact on outcomes.

Service funding

The Service is funded from a range of funding streams – the following grant cuts affect City Council employees:

Children's Directorate

Youth Justice Grant,

Early Intervention Grant

Community Safety PCC transition funding from YJB

Total staff affected– 209 FTE

Seconded staff from Probation (18 FTE), West Midlands Police (8 FTE) and Health (5 FTE) are not included. Any savings from partners will subject to partner processes.

Budget	£7,422,924	Savings	£940,757 to		
	Employee budget	2013/14	£1,209,514*		
	- £6,300,000	(Children's)			
Proposed Changes and Their Impact on Employees	<p>Proposed savings:</p> <ul style="list-style-type: none"> The Children's Services savings will amount to £400,000 for April 2013-March 2014 Indications from the Youth Justice Board are that their Grant will reduce by 10% minimum to 20%* (£268,757 – £537,514). Final decision on savings will be known in February 2013. Community Safety Partnership funding (£100,000) Early Intervention Grant (£74,000) The Home Office element of the Youth Justice grant (£311,484 this current year) will transfer to the Police and Crime Commissioner (PCC) in April 2013. There is early indication that this funding (which may be reduced at source) will be pass-ported back to the Service and has therefore not been included. <p>IMPACT There is a potential reduction of full time practitioner / managerial equivalent posts: Minimum 29 Maximum 37.</p>				

	<p>The service has already been identified as under resourced. A reduction of this size will leave a service that is barely able to deliver the core requirements of a youth offending service and lacking the capacity to respond to the additional service demands - Troubled Families, new remand and out of court legislation and service spikes.</p> <p>Owing to the cumulative impact of the funding reductions, it is proposed to make reductions across the Service which will include practitioners, project management, senior case management, specialist programmes including the Intensive Supervision and Surveillance Programme, Integrated Resettlement Support in addition to infrastructure. Management and Business Support areas were reduced to minimum levels in the last two years.</p> <p>New responsibilities: New provisions for Local Authorities and Youth Offending Services that come into effect in December 2012, as a result of the Legal Aid, Sentencing and Punishment of Offenders Act 2012. The legislation will lead to Children's Services becoming responsible for the costs of all custodial and secure remands which will bring new financial pressures. There will also be more demand for bail support alternatives on the Youth Offending Service to reduce custodial remands by the Courts and pressure on Local Authority budgets. The new legislation will also require increased capacity from the Service to meet the new workload for 'Out of Court' disposals. .</p>
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<p>Further Information e.g. Timeline Mitigations</p>	<p>Additional partnership capacity More integrated working with area teams (remands) and IFST's will be required (recognising crime prevention staff were transferred into the IFST's in 2011) and a proposal for increase in posts is to be made to cover this.</p> <p>Some funding from Troubled Families will be made available to support broader family and case management work.</p> <p>Governance The Youth Offending Service reports to the Youth Offending Service Management Board, which meets quarterly. The Board is responsible for the Youth Justice outcomes and for ensuring the Youth Offending Service has the capacity to meets its national standards and statutory requirements, HMIP inspection criteria, and manage the risk posed by a vulnerable and complex client group. .</p>
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<p>2. Have you identified any gaps in relation to the above question?</p>		<p>Yes <input type="checkbox"/></p>	<p>No <input checked="" type="checkbox"/></p>
<p><input type="checkbox"/></p>			

If 'Yes' please detail including what additional research or data is required to fill these gaps? Have you considered commissioning new data or research?

If 'No' proceed to Step 2.

No- see above.

Step 2 – Involvement and Consultation

Please use the table below to outline any previous involvement or consultation with the **appropriate** target groups of people who are most likely to be affected or interested with this policy, strategy, function or service. (See Appendix 2 - for details on each target group)

Target groups	3. Describe what you did, with a brief summary of the responses gained and links to relevant documents, as well as any actions
Age	All young people aged 10-18 known to the Criminal justice system (Viewpoint) Two consultation meetings have taken place with the client group who were concerned
Disability	SHB clients – 25% are on Autistic Spectrum. Consulted at the start and end of interventions. Needs of disabled staff and client group considered especially access to buildings
Gender reassignment	All young people consulted
Marriage and Civil partnership	All young people consulted
Pregnancy and maternity	All young people consulted
Race	Diverse client and staff group. Staff preferences survey and consultation meetings held and planned for future
Religion and belief	Interpreters used as and when required to assist communication. Autism specialism available.

Sex	All young people consulted
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Sexual orientation	All young people consulted
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4. Who are the main stakeholders and what are their requirements?

The service aims to reduce youth crime across the 10-17 age group and improve outcomes for vulnerable and disadvantaged groups.

The Youth Offending Service is a multi agency partnership involving, Social Care and Education, Police, Probation and Health. The Service works across the four geographical areas of Birmingham and there are five multi agency youth offending teams, two being in the East due to high need; a court team, bail and remand team, an intensive supervision and surveillance team (alternative to custody) and a sexually harmful behaviour service.

Key responsibilities

The Service is responsible for all statutory assessments, Court reports and hold case management responsibility for statutory interventions for young offenders, their parents and victims of crime. The Service is also responsible for recruiting community members (volunteers) to chair its Referral Panels and operate an appropriate adult service. .

The Youth Justice outcomes

The key priorities of the service – reducing offending and re-offending, reducing the use of custody and effective risk management and safeguarding, have significant benefits to public safety and value for money.

5. Amongst the identified groups in the previous question, what does your information tell you about the potential take-up of resulting services?

A reduction in services may;

- Reduce engagement with, and delivery of services to victims of crime
- Increase re-offending rates in service users
- Weakened public protection and public perception of crime
- Accommodation for young people, particularly those leaving custody
- Access to building for staff and young people with disabilities
- Decrease of services to vulnerable groups – LAC, SEN, young people with emotional and mental health problems

Step 3 – Assessing Impact and Strengthening the Policy

6. What will be done to improve access to, and take-up of, or understanding of the policy, strategy, function or service?

NB: These are the measures you will take to mitigate against adverse impact.

1. Change will take into account equality and diversity issues eg distance travelled by young people to reduced delivery sites; taking into account young people's access when they have special educational needs or are vulnerable due to poor mental health, age or looked after status. Risk of conflict and violence due to gang members associating within same building taken into account as part of the assessment.
 2. Enhanced focus on joining up resources for the city to meet individual needs; access for all.
 3. Opportunity for increased partnership at practitioner and strategic level. Staff consulted regarding savings. Viewpoint data from young people (consultation on views.)
 4. Access to buildings taken into account. Support (transport) in accessing offices. Programmes are adapted to take ability into account.
 5. Assessment identifies individual specific need.
 6. Service advocates for young people with additional needs.
- The strategy outlines the work being undertaken to promote better outcomes for young people in vulnerable groups across the Partnership including work to prevent exclusions, improve employment opportunities and reduce the risk of re-offending.
7. More use of group work programmes.
 8. More integrated working across partnership

Step 4 – Procurement and Partnerships

7. Is this project due to be carried out wholly or partly by contractors?

Yes

No

If 'yes', have you done any work to include equality considerations into the contract already? Specifically you should set out how you will make sure that any partner you work with complies with equality legislation (employment practice/service provision)

Step 5 – Making a Decision

8. Summarise your findings and give an overview of whether the policy, strategy, function or service will meet the authority's responsibilities in relation to equality and support the council's strategic outcomes?

The service aims to reduce youth crime across the 10-17 age group and improve outcomes for vulnerable and disadvantaged groups.

Key responsibilities

The Service is responsible for all statutory assessments, Court reports and hold case management responsibility for statutory interventions for young offenders, their parents and victims of crime. The Service is also responsible for recruiting community members (volunteers) to chair its Referral Panels and operate an appropriate adult service. .

The Youth Justice outcomes

The key priorities of the service – reducing offending and re-offending, reducing the use of custody and effective risk management and safeguarding, have significant benefits to public safety and value for money.

Depending on the level of savings actually required the service will do their utmost to minimise the impact on the community, the client group and the staff within the service.

We will continue to meet the Authorities responsibilities in relation to statutory day to day duties and our duty to maintain equality and diversity across the service.

Step 6 – Monitoring, Evaluating and Reviewing

Before finalising your action plan you must identify how you will go about monitoring the policy/function or the proposals, following the assessment, and include any changes or proposals you are making.

9. What structures are in place to monitor and review the impact and effectiveness of the new policy, strategy, function or service?

The YOS Management Board and YOS Performance Board are held on a regular quarterly basis and this will assist in regularly reviewing whether this is having an adverse impact on the community, the client group and the staff within the service.

Step 7 – Action Plan

Any actions identified as an outcome of going through the Steps 1 – 6, should be mapped against the headings within the Action Plan.

NB: summarise/evidence actions taken to mitigate against adverse impact.

10. Taking into consideration the responses outlined in the Initial Screening Stage and Steps 1-6 of the Full Assessment, complete the action plan below.

	Ref (if appropriate)	Actions	Target date	Responsible post holder and directorates	Monitoring post holder and directorates (if appropriate)
Involvement and Consultation		Series of Union and staff consultation meetings	Start 29.1.13	Head of YOS	AD CYPF
Data Collection		Staff preferences taken into account. Continue to gather Careworks RAISE and Viewpoint data	Ongoing	Operational Managers/ Assistant Head YOS Research and Data Manager	Head of YOS
Assessing Impact		Continued use of data at YOS Management and Performance Boards to assess impact ongoing.	Ongoing	Chair of YOS Board and Head of YOS	Chief Exec
Procurement and Partnership		Paper already taken to YOS Board re potential savings. Continue to update as finances are	December 2012 onwards	Chair YOS Board and Head of YOS	Chief Exec

Monitoring, Evaluation and Reviewing		clarified re 2013. Strategic Finance overview.			
		Continued use of data at YOS Management Board, Performance Boards and Strategic Finance to assess impact ongoing.	Ongoing	Chair YOS Board and Head of YOS	Chief Exec

Step 8 – Sign-Off

The final stage of the Equality Assessment process is to formally sign off the document as being a complete, rigorous and robust assessment.

The policy, strategy or function has been fully assessed in relation to its potential effects on equality and all relevant concerns have been addressed.

Chairperson of Equality Assessment Task Group

Name: Dawn Roberts	Job Title: Head of Youth Offending Service	Directorate CYPFDirectorate	Sign-off Date: 14.1.2013
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Concluding statement:

Quality Check and Review by the Directorate Contact Officer:

Name: Veronika Quintyne	Directorate Team: CYPFDirectorate	Review Date: 14.1.2013
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Summary of strengths and area(s) for improvement:

- The equality analysis recognises there is enhanced focus on joining up resources for the city to meet individual needs, and circumvent potential inequality in the delivery of a reconfigured and lesser funded service.
- A series of Union and staff consultation meetings have been planned to start from 29th January 2013.
- Continued gathering of pertinent data to take place.
- More integrated working with area teams (remands) and IFST's will be required (recognising crime prevention staff were transferred into the IFST's in 2011) and a proposal for increase in posts is to be made to cover this.
- Some funding from Troubled Families will be made available to support broader family and case management work.

Service Director or Senior Officer (sign-off)

Name:
Lorna Scarlett

Job Title:
Assistant Director

Date:
29th
November
2013