

Equality Impact Assessment (EIA)

Participation Strategy

Equality impact, needs and requirements assessment form

Please use this form to record your findings, proposed actions, equality objectives and targets. Use the guidance notes to help you do the assessment or contact the Equality Standard Project Manager if you need some advice

About the policy, practice, service or function you are assessing

Name of policy, practice, service or function: **Participation Strategy**

Assessment team leader name: Naomi Feldman

Date of assessment: 28th April 08

Department responsible: Children and Young People

Service Area:

Other members of assessment team:

Name	Position	Area of expertise	Comments
Hazel Simpson	Programme manager	Chair Equality Impact Assessment Group E.I.A.	
Fiona Reed	EWO Travellers	Education Welfare	
Claire Birkinshaw	Participation Officer Connexions	Participation	
Ellie Fletcher	Participation Officer	Participation	

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Question	Response/ findings
<p>What are the main aims and objectives or purpose of the policy, practice, service or function that you are assessing?</p>	<p>AIMS</p> <ul style="list-style-type: none"> • To establish a vision for participation for children and young people in Derby • To encourage involvement of children and young people in decision making processes that effect their lives and those of other young people • To clarify the legal expectations of participation • To define participation and consultation • To set out some principles when working with children and young people • To set out an action plan for the development of participation across the Derby City <p>OBJECTIVE</p> <ul style="list-style-type: none"> • That all Children and Young people in Derby know how to be involved in the decisions that affect their lives and are given the opportunity to do so.

<p>Who implements, carries out or delivers the policy, practice, service or function? Please state where this is more than one person, team, department, or body – and include any outside organisations who deliver under procurement arrangements</p>	<p>The policy is upheld by;-</p> <ul style="list-style-type: none"> • Derby City Council Children and Young People’s Dept. • Derby City Partnership • All employers of people working with children and young people within Derby <p>e.g.</p> <ul style="list-style-type: none"> • Derby City Council • Community Safety Partnership • Police • Youth Service • Voluntary and Community Sector • Early Years • PCT • Connexions • Creative partnership
<p>Question</p>	<p>Response/ findings</p>
<p>Who is affected by the policy, practice, service or function, or by how it is delivered? Such as, who are the external and internal customers, groups, or communities?</p>	<ul style="list-style-type: none"> • All children and young people within Derby City • All parents/carers and extended family members of Children and young people in Derby • The whole workforce of people working with children and young people in Derby • The Communities and it’s members of Derby

<p>What outcomes do we want to achieve, why and for whom? For example, what do you want to be providing, how well, what changes or improvements, and what should the benefits be for customers, groups or communities?</p>	<p>VISION</p> <ul style="list-style-type: none"> • That all children and young people in Derby know how to be involved in the decisions that affect their lives and are given the opportunity to do so <p>Aims and objectives</p> <ul style="list-style-type: none"> • To establish a vision for participation for children and young people in Derby • To encourage the involvement of children and young people in the decision making processes that effect their lives or the lives of other young people • To clarify the legal expectations for participation • To define participation and consultation • To set out some principles when working with children and young people • To set out an action plan for the development of participation across Derby <p>Benefits</p> <ul style="list-style-type: none"> • Children and young people gain more info and confidence to challenge and exercise their rights • Better Services that are more tailor made.
<p>Question</p>	<p>Response/ findings</p>

What existing or previous inspections of the policy, practice, service or function are there? For example, Best Value Inspections, policy reviews, research into the effects of a policy or practice.

What did they tell you?

- A.P.A Inspection – Aug/Sept 07 achieved 4* Making a positive contribution
- J.A.R. Inspection – Oct 07 findings – Children and young people have a lot of positive activities and participation is far advanced
- Youth Service – Ofsted
- School Council – Ofsted: re pupil participation
- CYP plan

The strategy was original reviewed and approved by the participation network which was established to devise a children and young people's participation strategy. The Network is made up of;-

Vol. Sector, F.W.A. Derby Children's Fund, Quad, P.C.T., Connexions, Police, Sure start, C.S.P, Children and young People's Department of City Council, Education Department.

- Hear By Right assessment of the strategy and the action plan July 08 with Commissioners of Participation and network members
- Hear by right training fro young people 27th January and 3rd February 2009

Identifying potential equality issues and factors	
Question	Response/ findings

What do you already know about the equality impact or need? For example, from research, feedback, consultation or any performance monitoring

Feedback from children and young people;-

- “The older you are the more seriously you are taken”
- “Adults make assumptions”
- “Some school councils do it well”

January 08 consultation for CYP plan – 52 CYP’s interviewed – DVD’s available for viewing.

Rule 2 of the 10 rules of participation within the strategy states;-

- Everyone will be valued equally and not excluded because of their appearance, race, religion, culture, sexuality, gender, background, disability or because they have a quieter voice.

Groups consulted

- 8-19yrs
- Faith
 - Disability
 - Lighthouse consultation with 29 CYP’s
 - Unit for the Deaf
 - Play strategy
 - Children’s link
- Age
- Sexuality
- Medley Centre – Muslim/Asian
- V.I.A. – mix group
- Space
- Addaction
- KICK

	<ul style="list-style-type: none"> • Connexions – advisory group <p>In May 2008 a survey was carried out by the Corporate communications team gathering the views of 221 passers by and 26 in an on line survey about the positive images posters. Three quarters of respondents said the posters provided a positive image, one fifth said they were neutral and 5% said they provided a negative image of young people.</p> <p>"I particularly liked the can't hear, can understand one next to QUAD, very important for Derby as we have such a large deaf community"</p> <p>Children and young people's consultation fed into the Ch. And YP plan</p> <p>For the 2009-11 plan 128 young people have been consulted via use of DVD, mystery shopping and VIA</p> <p>See the JAR quotes throughout</p> <p>*Action Plan 07-08 all complete?</p>
Question	Response/ findings

Is there any evidence of higher or lower take up under the policy or practice, or of the service or function for any particular groups? For example, who uses the service, who doesn't and why not?

V.I.A. – members more vocal .The children and young people from Voices In Action (Part of the governance of the City for Children and young people) held an event where they invited Key Staff members from within the City to make pledges to the children and young people of Derby. These were focused in four areas;-

- Lesbian Gay Bisexual and Trans Gender
- Teenage Pressures
- Discrimination
- Activities

Copies available from Adele Styles – Young People's Senior Consultation Officer

- As part of the review process on the CYPP, overall effectiveness was rated as grade 3, good, with some outstanding practice
- Ch and yp views informed the review of the Ch and yp plan their quotes are linked to specific priorities, actions and outcomes
- 12 training sessions to multi agency staff
- Addaction joined the network
- 20 Young people been involved in recruitment and selection process – database held at CYP department. HR responsibility/protocol. Yp's involved in panels
- Peer mentoring and youth forum for YP with diabetes

- FAB (friends against bullying) group re-training
- V inspired- ongoing consultation and youth forum

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Low take up

- **Staff**
- Travellers Education teams (met with Adele)
- Neighbourhood involvement teams / Derby Homes
- Early Years
- Enthusiasm
- Roma community - Adele

ACTION

- **Wider involvement of;-**
- **Early Years**
- **Pupil Referral Units**
- **Disabled children and young people**

<p>Have there been any important demographic changes or trends locally? For example is the population changing, and if so, how and what might that mean for the service or function?</p>	<ul style="list-style-type: none"> • Emerging Communities - lack of information • Eastern European / Somalian / Kurds / Roma etc. <ul style="list-style-type: none"> • Interpreters need to be available to explain the strategy • Interpreters have attended VIS for new communities and for YP from the School for the Deaf • Training about new communities/travellers was provided for the participation network • Promoting staff induction standards City wide <p>Action</p> <ul style="list-style-type: none"> • Workers access to strategy and training • Promoting staff induction standards – CWDC • Links with Neighbourhood board training
<p>Question</p>	<p>Response/ findings</p>

Is there an indication that any of the policies or practices involved with the service or function creates particular problems or difficulties for any groups of customers or communities?

STAFF

- Workforce development – info/training/induction and evaluation. This is seen as additional workload

EMPLOYERS

- Private sector take up increase as before seen as additional workload. Employers need to buy in to the strategy

Complaints procedure – not responsive, no measure as is not included within strategy

Access to advocacy – limited resources to provide for ch and yp

ACTION Taken

- **Include complaints procedure – from different agencies**
 - **Share advocacy procedures – promote best practice**
- Action to be taken:**
- **Involve unions**

What information or data exists? For example, statistics, customer feedback, complaints, research, monitoring – who keeps it and can you get hold of it?

- Our City Our Future – DVD with the views of children and young people on services and their neighbourhoods.- Naomi Feldman (Children’s Participation Lead) (Young people agreed for this to be used with staff).
- Are we there yet? – DVD Made by refugee and asylum seekers aged 10-18. Sharing their experiences through animation, drawing and sound – Middleton House – copies disseminated/ available
- Young Carers – DVD Film produced by Young Carers about the issues facing them and their families, with friends and at school. – produced in partnership Quad/NCH/FWA Derby Children’s fund. – Copies disseminated/available from FWA Derby Children’s Fund.
- Hollie’s Story – A Day in the Life – VIA – The experience of a young wheelchair user in Derby
- Teenage Pregnancy – Reality Check – Space YP steering group

Derby City Celebration Event July 08

- 3,000 attended
- 3,000 achievers named on the big screen

	<ul style="list-style-type: none"> • 400 CYP between 4-25yrs performed on the main stage • 25 Community/voluntary and statutory organisations had activity stalls.
Question	Response/ findings
<p>Does any equality or diversity objectives already exist? If so, what are they and what is current performance like against them?</p>	<p>Derby City Council Inspection – Equality standards for local government</p> <ul style="list-style-type: none"> • level 3 achieved <p>Joint Area Review (J.A.R.) Inspection Findings – Participation is far advanced</p>

Is the service having a positive or negative effect on particular people in the community, or particular groups or communities?

Positive

Membership of the executive has increased

Shadow board (V.I.A.) links directly in to the CYP Executive

Young people are involved in consultation in their local communities about new developments

A specific Partnership Commissioning group is now established and will oversee implementation of the participation strategy and performance manage the linked action plan within the city

Children and Young people – some evidence of clearer understanding of rights – some more vocal

Voices in Action (diverse group) – Have representation on Executive Board

Families have given consent forms for DVD's and other participatory activities their ch and yp have been involved in – this shows a level of trust

SPACE – young people's steering group – advice and counselling service and young people involved in making decisions about the allocation of the Youth Opportunities fund.

	<ul style="list-style-type: none">• Feedback on strategy from GOEM – robust, concise and easy to understand.• <p>Voyce advocacy service available for children in care/need</p> <p>Negative</p>
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Collecting the information and data about how the policy, practice, service or function, impacts on communities

Please record your information and data in this table and think about:

- what information or data you will need
- using both quantitative and qualitative data
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- making sure that where possible there is information that allows all perspectives to be considered

identifying any gaps in the information/ data and what it can tell Data or information	When and how was it collected?	Where is it from?	What does it tell you? You need to consider all six equality strands where you can	Gaps in information

<p>Customer feedback and complaints</p>	<p>Exit interviews have taken place with children in care when they move placement. This has been happening for the last 2 years with over 40 children and young people</p>	<p>Children's participation and children's complaints</p>	<p>Information from young people could be incorporated into Foster Care reviews to ensure that the voice of the child was present at panel meetings. There needs to be a more systematic approach for assisting young people to retain contact with other young people and their previous carers. There could be more discussion about the prospect of parents/relatives visiting young person at their placement. This sometimes happens at Children's homes but it does not appear to happen much at a foster placement. There needs to be more priority given to a young person's practical needs when first coming into care: school books, clothing, toiletries. Exit interviews/quality assurance for parents could be considered as part of parent's participation and working in partnership, especially as many young people return to live with</p>	<p>Interviews do not take place for children who are adopted or where there is a high level of sensitivity that would result in a child being very upset by the process</p>
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			their parents.	
Consultation and community involvement	Neighbourhood DVD interviews with 60 children and young people about their areas, services in the city and being listened to	Specialist youth groups and VIA	Wide range of views gathered in relation to parks, the police, community cohesion, local areas, being heard and buses	Current opinion meter survey will be far wider reaching – all secondary schools
Performance information including Best Value	A mapping exercise is taking place to gather information about all the participation opportunities for CYP in Derby VIA has a consistent membership of a diverse group of young people – children in care, ethnic groups, disabled young people, LGTB young people, NEET group, school council members	The CYP participation network	There needs to be greater support for new and Roma communities so they can organise a participation structure Disabled CYP need more opportunities to form a reference group – there is a cognitively able group and a thorough piece of consultation took place with non verbal CYP at the lighthouse but it would be good to see a group at Disability direct	Information from groups with a focus on disability Feedback from very young children

Take up and usage data	Mystery shopping was carried out by a diverse group of 28 CYP in September 2008.	This was a partnership supported event focusing on six service areas	Emergency contraception involved a higher level of satisfaction by white middle class young women than by a white working class young woman and a dual heritage child in care. Housing Options could have responded with a higher level of awareness and support to a young gay man at risk of becoming homeless An Afro Caribbean young man with mental health difficulties experienced negative responses from more services than other young people	Next September we will continue with a mystery shop of previous services plus bed and breakfast accomodation
Comparative information or data where no local information				
Census, national or regional statistics				

Access audits or assessments such as DDA assessments				
Workforce profile				
Where service delivered under procurement arrangements – workforce profile for deliverers				
Monitoring and scrutiny outcomes				

Analysing the information and data and setting equality objectives and targets

Please give your detailed findings in this table

Service or function	Policy or practice	Findings	Which groups are affected and how	Whose needs are not being met and how?
Participation commissioners group and participation network	The groups link into the regional participation network Both of the groups have broad membership of statutory and voluntary agencies		The network includes representatives from staff working with CYP across Derby. Group members provide training sessions on a regular basis and share information about practice issues, resources and policy developments	Of late there is no member from Umbrella or Disability Direct but other members do work with disabled children Members working with early years such as Sure Start attend occasionally but there is less direct consultation work with this age group Work needs to be developed with parents – Family Action and the participation lead have started work in this area

Training delivered by young people on participation to multi agency staff	There is training to multi agency staff as well as specialist training 2008-2009 58 young people were involved in delivering training or presentations	Feedback from the training for the children in care teams – admin staff said that they now understood their jobs because the training had been delivered by children in care	Take up of training ahs come from CYP Dept as well as voluntary and the private sector	Providing training for schools is difficult because of the clash between school staff and CYP availability
Recruitment and selection	Managers are encouraged to consider young people's involvement in interview panels	There still needs to be a culture shift of obtaining feedback from CYP before staff are appointed	By the end of April 2009 there will be 15 CYP on a recruitment panel data base Schools are also involving CYP in interviews but there needs to be more training given so they understand the process better	Not all young people have the opportunity to understand the recruitment process –this is more difficult for very young and non verbal children but observational feedback could be used

Quality assurance – young people's involvement	Feedback from young people via mystery shopping	Feedback from 28 divers CYP on 6 services has been collated and feedback across the partnership. Changes made as a result of the feedback have also been gathered	CYP using integrated service in Area 1, diabetic CYP, CYP who use housing options, buses, police and emergency contraception have had changes in service delivery	Further work will take place in September about bed and breakfast accommodation, teenage pregnancy, hospital services and CVS

Objectives - process, impact or outcome based

Please give your proposed objectives/ targets in this table

Objective/Target:	All CYP who want to be involved in participation activities have an opportunity to
Specific	Information is available about the participation groups across the city
Measurable	Members come to VIA from specialist groups across the city younger children have specific project opportunities
Achievable	Website information is available and support is given to specialised staff
Relevant	This fits with the participation strategy- CYP say they need to know how to be involved
Timed	Mapping by end 2009, information to be constantly updated

Objective/Target:	Younger and older young people work together on shared issues to promote a positive image
Specific	Training for younger and older people to be mystery shoppers
Measurable	Project is measurable –feedback of findings will be presented to councillors and partners
Achievable	Work is underway by VIA and the older people's forum
Relevant	This fits with quality assurance and positive image expectations of the strategy - MAPC
Timed	Training and shopping during September 2009

Objective/Target:	Increase involvement of CYP making decisions about their neighbourhood
Specific	Opinion meters will go to all secondary schools re views on their areas, support will be given for more YP to be involved in neighbourhood boards
Measurable	Feedback from survey can be fed into neighbourhood boards and the CYP commission
Achievable	Yes but more support need from CSP
Relevant	Relevant to all groups of CYP
Timed	Will need support form Councillors and CSP - included in strategy for 2009-11

Objective/Target:	Develop and support a children in care council
Specific	Expectation from Care Matters legislation
Measurable	Will meet on a monthly basis
Achievable	Five members already involved – within a year will have elections by Derby's children in care
Relevant	Yes – will feed information of dynamic top 10 issues to children in care strategy group
Timed	Ongoing

Monitoring and reviewing - incorporating into performance management

Please summarise your objectives and targets in this table with your proposed monitoring and reporting arrangements

Objective	Planned action	Target performance			Responsible lead officer	Reporting cycle, for example, quarterly
		2008/9	2009/10	2010/11		
<i>CYP providing multi agency training</i>	<i>Training the trainers course planned for June 2009 Ongoing participation course to be arranged</i>	<i>12 CYP to deliver</i>	<i>12 CYP to deliver</i>	<i>12 CYP to deliver</i>	<i>Naomi Feldman</i>	<i>annual</i>

<i>CYP trained in recruitment and selection</i>	<i>HR promote CYP on panels and hold a data base on trained CYP. Training to be given to 8 CYP p.a.</i>	<i>8 CYP trained</i>	<i>8 CYP trained</i>	<i>8 CYP trained</i>	<i>Naomi Feldman</i>	<i>annual</i>
<i>CYP from Voices in Action to attend CYP Executive meetings</i>	<i>Annual plan for subjects at Executive meetings to be available to VIA – open opportunity for members to attend</i>	<i>2 members at every Exec meeting</i>	<i>2 members at every Exec meeting</i>	<i>2 members at every Exec meeting</i>	<i>Naomi Feldman</i>	<i>quarterly</i>