

Charnwood Borough Council

Equality Impact Assessment

Title	Holiday Activity Programmes
Date	19 th January 2011
Lead Officer	Zoe Griffiths
Team Members this could include representatives from the service, other services in the Authority, service users, partners, stakeholders and external service providers.	Hayley Peel, Will Blanche, Kevin Stanley

Step 1 – Setting Out the Parameters of the Assessment

A. Scope: Outline the scope of what is being assessed	
Assessing holiday activity programmes.	
B. Objectives and outcomes: Identify the objectives/outcomes of what is being assessed	
1.	All children and young people regardless of their ethnicity, race, religion, disability and social/economic background can access CBC's holiday activity programmes in the borough.
2.	To ensure that all sessions are fully inclusive.
3.	
4.	

Step 2 – What we already know and where there are gaps

<p>Available research and data</p> <ul style="list-style-type: none"> ▪ Details/results of consultation undertaken i.e. who, when, how, and findings from consultation ▪ Findings from previous Equality Impact Assessments ▪ Demographic information ▪ Anecdotal and other evidence ▪ Areas where we lack the information required
<p>Currently carry activity evaluation surveys with existing users to ascertain customer satisfaction levels/value for money and to obtain feedback to influence the development of future programmes.</p> <p>We do not undertake non user surveys or specific targeted surveys within priority neighbourhoods.</p> <p>We also know that funding streams to provide discounted or free access to those most in need is considerably reduced in the current economic climate and that this in its self creates challenges to be able provide an equitable service.</p> <p>We know that 96% - 100% of users on the bookable activities are existing users of the service and are not new users. Many of the existing users would continue to attend activity programmes without the current level of discount offered.</p> <p>We know that the drop in sessions in priority neighbourhoods are well utilised, but sessions are one off activities and are not sustained on a long term basis. These young people are not accessing the main stream bookable programme due to cost geographical location and lack of parental/guardian support to encourage participation.</p> <p>More imaginative and targeted efforts are required.</p>

Step 3 – Do we need to seek the views of others and if so, who?

Determine whether there is a need for further consultation or satisfaction testing
Yes we need to work more closely with other service providers (both internal and external providers) working with priority groups to ensure more effective use of funding that is available. Need to continue to consult with CSARA partners to coordinate delivery and identify gaps of provision. Programmes within reason need to be tailored to what young people want.

Step 4 – Findings

Diversity areas	Evidence of adverse/differential impact on specific groups Unmet needs that have been identified Any evidence of non-compliance with legislation
Age	Currently offer programme to 5-16 years but realistically the uptake of activities is predominantly for 12 years and under. Need to look at more targeted work for 12-16 years.
Disability (physical, learning, sensory, mental health)	Need for more staff training re; delivery of activities to children and young people with a disability. Marketing material needs to be in an appropriate format and representative of the diverse communities that we are serving including disability.
Gender	There are no barriers to participation in respect of gender.
Religious Belief	We do not currently offer any sessions to cater for specific religion beliefs i.e.; Muslim girls attending swimming. Need for a greater awareness and understanding of religious practices e.g.; prayer time coinciding with activity times, fasting etc.
Racial Group	Our aim is to have an inclusive approach to participation that is harmonised irrespective of racial group however we need to seek an understanding of specific incidences that might impact on this aim.
Sexual Orientation	We would seek to ensure that all children and young people are not discriminated against regardless of their/or any perceived sexual orientation.
Transgender	Same as above.
All	

Assessment rating at first assessment: Red Amber X Green

Step 5 – What we need to do

This could include issues such as: gaps in data hence further consultation/research is required, actions needed to address inequality/adverse impact, the need to amend processes e.g. future procurement arrangements or ease of accessibility to a service. <i>The issues identified should inform your Service Plan and, if appropriate, your Consultation Plan</i>			
Objective	Action	Time-scale	Responsible Officer
To investigate current funding/discounts and how we allocate resources.	<ul style="list-style-type: none"> Review wild card scheme Review current activities on offer 	Dec 2011 May 2011	Will Blanche Hayley Peel
To carry out non user survey	<ul style="list-style-type: none"> Develop methodology Distribute survey through partners Collate and analyse results 	Dec 2011	All
Look at long term sustainability of sessions in priority neighbourhoods	<ul style="list-style-type: none"> Set up regularly meetings with neighbourhood Management team to investigate sustainable activities 	May 2011	All
Develop more imaginative and targeted marketing	<ul style="list-style-type: none"> Review current activity programme literature and 	May 2011	All

	distribution channels and producing creative marketing communications plan		
Coordinate delivery and identify current gaps of provision	<ul style="list-style-type: none"> Meet with all activity providers in Charnwood to discuss coordinated approach to delivery 	Ongoing	All
To look at more targeted work for 12-16 year olds	<ul style="list-style-type: none"> As above Respond to consultation 	Ongoing	All
Disability Awareness	<ul style="list-style-type: none"> Revise wording of programmes simplify where appropriate, provide relevant images Access appropriate training 	May 2011	Hayley Peel
Religious Belief	<ul style="list-style-type: none"> To offer sessions that consider religious beliefs and practices Staff to attend further training or point of contact for further advice 	May 2011	All

Step 6 – Who needs to know and how they will be informed

	Who needs to know	How they will be informed
Employees in the service	All of sport and Active Recreation team	Team meetings, e mails
Employees in other services	Neighbourhood Management, CNH, Children and Young People Services, Front Desk, Call Centre, Marketing and Communications team	E mail, meetings, web site
Service users	Existing service users	E mail, post, web site
Partners and stakeholders	Leisure centres, Loughborough Town Hall, Libraries, Youth Services, schools, all external partners associated with the activity programme	E mail, regular meetings, mail outs, Web site
Others		
To ensure ease of access, what other communication needs/concerns are there?		