



## Appendix 3

### Form to be used for the Full Equalities Impact Assessment

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<b>Service Area:</b> Community Services		<b>Section:</b>	<b>Date of Initial assessment:</b> 5 <sup>th</sup> October 2017	<b>Key Person responsible for assessment:</b> Ian Brooke	<b>Date assessment commenced:</b> 5 <sup>th</sup> October 2017		
<b>Name of Policy to be assessed:</b>			Children and Young People's Strategy				
<b>1. In what area are there concerns that the policy could have a differential impact</b>			<i>Race</i>		<i>Disability</i>		<i>Age</i>
			<i>Gender reassignment</i>		<i>Religion or Belief</i>		<i>Sexual Orientation</i>
			<i>Sex</i>		<i>Pregnancy and Maternity</i>		<i>Marriage &amp; Civil Partnership</i>
<b>Other strategic/ equalities considerations</b>			<i>Safeguarding/ Welfare of Children and vulnerable adults</i>		<i>Mental Wellbeing/ Community Resilience</i>		
<b>2. Background:</b>  Give the background information to the policy and the perceived problems with the policy which are the reason for the Impact Assessment.			<p>Oxford City Council previously had two key documents relating to its work with children and young people. These were the Children and Young People's Plan that ran from 2014 until 2017 and the Youth Ambition Strategy that ran from 2013-2017. It was decided that rather than renewing the two documents, the Council would develop one strategy, the Children and Young People's Strategy.</p> <p>Oxford City Council works with children and young people (CYP) through many different services, including:</p>				

	<p>youth work, grants, sports and physical activity, events, housing, community safety, culture, leisure and many more.</p> <p>We want to ensure that we take positive and proactive steps to ensure that we provide safe and caring environments, free from discrimination. Equality is about ensuring individuals or groups are not treated differently or less favourably, on the basis of their specific protected characteristic.</p> <p>Diversity aims to recognise, respect and value people’s differences and to contribute and realise their full potential by promoting an inclusive culture for all. We want to go further than ‘not discriminating’ and ensure that we work to actively promote the equal rights of all members of society within our services. Our service should be a place where CYP are valued as equal partners; and individual staff and the whole organisation see themselves as part of a wider set of services for CYP.</p> <p>Our experience tells us that although all nine characteristics are important, children and young people are more likely to face discrimination relating to their gender, race, disability and sexual orientation. The purpose of this assessment is to review the potential negative impact this strategy could have on children and young people and make recommendations to ensure this doesn’t happen.</p>
<p><b>3. Methodology and Sources of Data:</b></p> <p>The methods used to collect data and what sources of data</p>	<p>Face to face</p> <ul style="list-style-type: none"> <li>• Youth Ambition Manager and Team</li> <li>• Active Communities Manager</li> </ul> <p>Literature review</p> <ul style="list-style-type: none"> <li>• Equalities Act 2010</li> <li>• Youth Ambition: Equality and Diversity Statement</li> <li>• Arts Council England: Equality and diversity in arts and culture with, by and for children and young people</li> <li>• University College London: Children and young people’s perception of gender discrimination</li> <li>• Young Equals: Making the case – why children should be protected from age discrimination and how it can be done</li> </ul>

	<ul style="list-style-type: none"> <li>• Un Convention on the rights of the child</li> </ul>
<p><b>4. Consultation</b></p> <p>This section should outline all the consultation that has taken place on the EIA. It should include the following.</p> <ul style="list-style-type: none"> <li>• Why you carried out the consultation.</li> <li>• Details about how you went about it.</li> <li>• A summary of the replies you received from people you consulted.</li> <li>• An assessment of your proposed policy (or policy options) in the light of the responses you received.</li> <li>• A statement of what you plan to do next</li> </ul>	<p>Oxford City Council involves CYP in the key decisions that affect them through its Youth Voice Service, which is co-ordinated by the Youth Ambition Team, but serves the entire organisation. In 2017 they worked alongside an associate of the National Youth Agency and a team of eight children and young people to co-create an equality and diversity statement and anti-discriminatory practice guidelines. Much of the consultation conducted throughout that process has been used to write this assessment.</p> <p>For the purpose of writing the assessment we also undertook a thorough literature review, reading reports, essays and articles. This ensured that we have the most relevant and up to date research on equality and diversity and best practice. As yet, we have not consulted with partners on the impact assessment, and therefore, cannot include a summary of the replies we received. However, we have identified key partners to undertake this work with, during in the consultation phase.</p> <p>Our plan, once the full equalities impact assessment is complete, is that we will use the information to cross reference our strategy, policies and team plans. Where potential for discrimination is identified we will adjust our strategy, policies and plans to include measure that will mitigate against such discrimination ever taking place. The impact of our work on equality and diversity is monitored and evaluated in meetings that take place every six week, chaired by the Youth Ambition Manager.</p>

**5. Assessment of Impact:**

Provide details of the assessment of the policy on the six primary equality strands. There may have been other groups or individuals that you considered. Please also consider whether the policy, strategy or spending decisions could have an impact on safeguarding and / or the welfare of children and vulnerable adults

<b>Race</b>	<b>Disability</b>	<b>Age</b>
Neutral	Neutral	Neutral
<b>Gender reassignment</b>	<b>Religion or Belief</b>	<b>Sexual Orientation</b>
Neutral	Neutral	Neutral
<b>Sex</b>	<b>Pregnancy and Maternity</b>	<b>Marriage &amp; Civil Partnership</b>
Neutral	Neutral	Neutral

**Safeguarding**

Oxford City Council's ethos is to target its resources on its most disadvantaged and vulnerable residents. In some cases, such as the Youth Ambition Programme, we target young people experiencing complex needs. Therefore, in order to protect and safeguard these CYP we:

- Ensure all staff have safeguarding training at the appropriate level and that there is a system for updating training once it expires
- That staff have read, understand and have access to key policies and procedures
- That safeguarding issues are discussed in 1-1's and team meetings, and that a record of these discussions is kept
- That services have safeguarding champions who support staff with safeguarding issues and who report concerns

**Children and Young with disabilities**

Oxford City Council wants CYP with disabilities to be enabled and encouraged to participate fully in the whole

range of services we offer. Children and young people with disabilities may face a range of barriers and discrimination in accessing our services, such as: being less involved in local networks that encourage their participation, facing abuse from other CYP and not being able to access facilities. Therefore, services need to make special efforts to enable and encourage disabled CYP to participate. Measures we will take include:

- Contacting local specialist schools and clubs to give them information about what is on offer.
- Including positive images of people with disabilities in our promotional material. Posters or DVDs are helpful but the most powerful image is young people with disabilities playing an active and full role within services.
- Staff and volunteers who have been training and have access to guidelines in order to challenge, and work to address, these negative attitudes and behaviours.
- Training and providing additional support to CYP who don't have experience of inter-acting with CYP.
- Providing specialist provision if necessary, but supporting and preparing CYP to make the transition into universal services.
- All staff will be encouraged to undertake any available disability awareness training.

### **Gender**

Gender stereotypes can have a significant effect of how CYP think, feel and act. Boys can be seen as strong and independent and girls as vulnerable and needing to be protected. Sport, educational excellence and leadership can all be viewed as male domains and being supportive, talking about emotions can be seen as feminine which has led to a disproportionate amount of males committing suicide. All of Oxford City Council's work with CYP must be anti-sexist, and provide all CYP with positive perceptions of both men and women. The measures that we will put in place in order to ensure this are:

- The imagery in buildings, such as posters, films and magazines should provide positive gender messages for all CYP.
- Services must consider the needs of both young women and young men, involving both in decision-making processes.

- It is important that all staff understand the way in which power is given to, or taken by, particular groups of young people in order to meet their demands, possibly to the detriment of other less dominant individuals or groups.
- Being mindful of the roles CYP are encouraged to take on in groups and the behaviour patterns that are accepted/encouraged and to understand that many societal 'norms' can work against gender equality and we must therefore actively work to demonstrate equality by our actions.
- Provide opportunities to enable young men and young women to examine gender issues. For many young women and young men it may be most appropriate to explore their role in society and the way in which their gender affects this within a single sex group. The opportunity to be part of a single sex group may enable personal issues to be discussed at greater depth and may provide a more comfortable environment in which to explore issues.

#### **Race**

Oxford has a large proportion of people from black and minority ethnic groups and has a wonderful diversity of cultures, religious belief and social life styles. However, CYP from BME groups can face a range of barriers to leading successful lives, including a higher than average representation in the criminal justice system, being less likely to access mental health services and being underrepresented in leadership positions within society. In order to ensure that racial discrimination does not take place we will:

- Seek to celebrate that rich diversity and encourage the CYP we work with to understand, acknowledge and appreciate people of all races, creeds and cultures.
- Our practice will be anti-racist and promote anti-racist practice amongst our client groups.
- Trained staff to address the needs of a changing society and that our policies and guidance keeps up with that change. For example, the current rise in racist behaviour towards Muslims needs to be discussed with teams so that they have a positive plan of action about how to address any such issues with local young people.
- Staff must remain vigilant and immediately report possible approaches from adults/older young people seeking to radicalise local CYP.
- Social and political education programmes concerned with anti-racist practice must be promoted

within all work with young people.

- Any racist graffiti found must be erased as soon as possible. Any racist remarks, including jokes, must be addressed appropriately.
- Services should encourage positive links between groups of CYP from different cultural, racial and/or religious backgrounds incorporating education to support this work into programmes.
- At every opportunity, positive images of different ethnicities should be promoted through stimulus material such as menus, videos, magazines/books, general décor of buildings, programmes of activities etc.
- All staff should be encouraged to seek out and undertake training on antiracist practice.

### **Sexual orientation**

CYP who are lesbian, gay, bi-sexual, transgender or queer can face discrimination on many fronts. LGBTQ CYP self-harm more, are more likely to be subjected to hate crime and bullying, are looked down upon in certain cultures. Therefore it is vital that our services are tolerant, accepting and caring and that homophobia is challenged. We will:

- Youth Ambition to supporting work around sexual identity and sexuality with young people as an integral part of its curriculum.
- Not make assumptions about the sexual orientation of any CYP, parent/carer or colleague. It is essential to start any relationship with a CYP from an understanding that they may not be heterosexual and may be struggling to work out their sexual identity.
- Promotional material should use non-heterosexual images portraying other types of relationships
- Services should not refer only to boyfriend/girlfriend relationships.
- Facilities and activities should provide information, access to helplines to support CYP being discriminated against because of their sexual orientation.
- Homophobic bullying will be challenged immediately and dealt with according to the Council's anti-bullying guidelines.
- Ensuring managers play a key role in supporting good practice and developing appropriate strategies

	<p>with the staff team to encourage and support effective practice.</p> <ul style="list-style-type: none"> <li>• Staff should be encouraged to attend sexual orientation training.</li> </ul> <p>All instances of discriminative behaviour must be recorded and reported – using the incident report form. Any child, young person or parent/carer who reports a hate crime should immediately be referred to the local reporting centre or Police.</p> <p><b>Age</b></p> <p>Oxford City Council delivers services for CYP that cover a wide age range from 0-24, which can cause problems and barriers to participation. Evidence suggests that CYP, typically, don't have equal access to services, including health, public leisure services and justice. CYP also often don't have a say in decisions that affect them. Therefore to mitigate against this we will:</p> <ul style="list-style-type: none"> <li>• Continue our youth voice service to ensure that CYP have a voice on key decisions that affect them such as recruitment, provision of services and grant decisions.</li> <li>• Our grants programme will target a wide range of age ranges within the 0-24 bracket, for example the holiday activities grant is targeted at 8-19, but the Youth Ambition fun at 19-24.</li> <li>• Involve CYP in the planning, delivery and evaluation of services.</li> <li>• Where appropriate we will deliver services for specific age range, for example it may not be appropriate for 8 years to play football with 21 year olds.</li> </ul>
<p><b>6. Consideration of Measures:</b></p>	<p>In the previous section we identified the discrimination that CYP from protected characteristics may face accessing our services. I will now identify a range of measures that services will adopt in order to ensure CYP</p>

<p>This section should explain in detail all the consideration of alternative approaches/mitigation of adverse impact of the policy</p>	<p>feel safe, cared for and involved:</p> <ul style="list-style-type: none"> <li>• Robust quality assurance systems that use a range of methods to obtain information such as observations of practice and interviews with staff, CYP and partners. This information will be collected, analysed and used to inform continuous improvement.</li> <li>• Collecting and using management information on CYP participating from protective characteristics and analysing that information to ensure there is adequate representation from them and action planning to include underrepresented groups.</li> <li>• Maintain partnerships with statutory bodies, such as the police and county council and the voluntary and charity sector and influencing partners to work together to meet the needs of CYP.</li> <li>• Collecting feedback from CYP through an annual satisfaction survey that will be used to continuously improve.</li> <li>• Developing the workforce so they have support and the adequate training and development to meet the needs of the CYP they work with.</li> <li>• Doing an audit of the premises we use for work with CYP and ensuring it doesn't exclude groups with protective characteristics.</li> <li>• Ensuring effective data sharing and communication systems are in place.</li> </ul>
<p><b>6a. Monitoring Arrangements:</b></p> <p>Outline systems which will be put in place to monitor for adverse impact in the future and this should include all relevant timetables. In addition it could include a summary and assessment of your monitoring, making clear whether you found any evidence of</p>	<p>The measures identified in the equalities impact assessment will be included in the services equality and diversity statement, where they are not included already. In order to progress the actions key performance indicators will be developed.</p> <p>The impact of the assessment; the equality and diversity statement and procedures will be monitored and evaluated in the equality and diversity meetings that take place every six weeks and are chaired by the Youth Ambition Manager. Every six months the service reviews its work on equality and diversity and creates a report.</p>

discrimination.					
<b>7. Date reported and signed off by City Executive Board:</b>					
<b>8. Conclusions:</b>  What are your conclusions drawn from the results in terms of the policy impact		<p>The council has many services that work with CYP, including Youth Ambition, Sports and Physical Activity, Culture and Events and many more. Over the last four years these services have improved their ability to meet the needs of CYP immeasurably and are now regarded as best practice in many areas.</p> <p>That being said, it is important that work to ensure CYP with protected characteristics are free from discrimination and that we have a positive and proactive approach to reducing inequality, remains a focus point. This equalities impact assessment includes a range of recommendations to implement to ensure this is the case, along with effective monitoring systems.</p>			
<b>9. Are there implications for the Service Plans?</b>	YES/NO	<b>10. Date the Service Plans will be updated</b>		<b>11. Date copy sent to Equalities Lead Officer</b>	
<b>.13. Date reported to Scrutiny and Executive Board:</b>		<b>14. Date reported to City Executive Board:</b>		<b>12. The date the report on EqIA will be published</b>	

Craig Morbey  
Signed (completing officer)

Ian Brooke  
Signed (Lead Officer)

**Please list the team members and service areas that were involved in this process:**

Equalities Lead Officer  
Service Manager  
Lindsey Cane, Legal Services Manager