COUNTY COUNCIL FULL EQUALITY IMPACT ASSESSMENT TEMPLATE

West Midlands Regional Residential Framework Tender and Agreement 2011-

Stage of EIA	**Description of Step**	**Checklist**	**Checklist**
	Is this a new or an existing policy?	This is a new contract however it utilises existing tender and contract documentation and processes already used by Worcestershire County Council.	
Stage 1	Defining policy objectives and how they will be achieved	*Please summarise the planned outcomes for the policy:* The Implementation of a framework contract will deliver efficiencies in terms of placement processes as well as potential cost savings to all participating authorities. Our key aim is that all children who require a residential placements get appropriately placed based on their specific needs. Our vision is that the children will:	*How will the outcomes be achieved?* Development of a regional residential framework tender which, when assessed provides a range of providers in various geographical locations who have demonstrated excellence and value for money in the services they provide through: • Demonstrating their service excellence through a robust tender submission. • Provision of essential documentation through the

		• be supported by high quality outcome focused residential children's home services • be supported by high quality outcome focused services to provide them with appropriate personal development opportunities and support them in achieving those opportunities. • Keep them safe by having and implementing robust safeguarding procedures and policies.	West Midlands Placements Database. • Provision of supporting documentation with their tender submission. This information to be assessed and verified utilising WCC's existing tender procedures in line with WCC's Procurement Code document.
Stage 2	Information gathering/consultation Detail existing data/research/consultation sources you will use.	*Existing Sources* The following data was used to project levels of future need: • Anonymised childrens' placement data, Geographical and Financial . To identify the extent of current provision funded within the West Midlands.	*What do these sources show you?* Appendix 2 (page 80 – 90 of the strategy) includes an analysis of the data sets used to inform this strategy.

		The following groups have been consulted with: • All 14 West Midlands Local Authorities as to their individual placement requirements.	
	Do you consider these sources to be sufficient? Y/N	*If data is insufficient, what will you do to gather the data you need?* An exhaustive suite of data sources, research and linked strategy references have been used to help in the contribution of this strategy. No further sources are considered required.	
	What further user engagement (if any) do you need to undertake? The County Council's Consultation Strategy will assist you in identifying the appropriate methods to use for your consultation. *Person, group or organisation that has a direct or indirect stake in the	*None This work is already undertaken elsewhere. We are just procuring an existing process in a different way.* *We are however providing briefing and question and answer sessions (for children's residential care home providers) as part of the tender process kept providers informed of the intentions of the member LA's through the regional website (www.westmidlandsplacements.com)*	Use of the councils E tender portal to advertise the tender as well as the regional placements database notice board (www.westmidlandsplacements.com) to advertise the launch event briefing date and location, and direct providers to the WCC e-tender portal where the tender documents will be held.

	policy because it can affect or be affected by the policy's actions or objectives.	*And through the regional Local Authority-provider group (WMCCP).*	
Stage 3	Assessing the equality impact of your policy from evidence gathered. Decision should be based on 4 factors: • Aims of the policy • Evidence collected • Results of both formal/informal consultation • Pros and cons of alternative approaches to delivering policy objectives *See 'what should be done if adverse impact is identified?' to help with your decision.	*From the information gathered, could the policy unlawfully discriminate or have a less favourable impact?* We do not anticipate that this tender and subsequent contracts will unlawfully discriminate or have negative impacts for groups in society. *If discrimination is unlawful, what will you do?* We do not anticipate there will be any unlawful discrimination. *If adverse impact is found to exist, Please describe what this impact is:* None identified at this stage *Describe the degree of negative impact and the number of people likely to be affected*:*	*If there is adverse impact could it be justified? Y/N* No Do not anticipate that there will be any adverse impacts for groups as a result of this strategy

		We do not anticipate there will be any negative impacts.	
		Will the policy have any positive impacts for particular groups? Yes – We anticipate that this tender will increase the choice of children's residential care home providers to all participating Local Authorities. This will include wider access to contact specialist care organisations who may provide care for a range of disabilities, religious or ethnic requirements etc. Therefore we also anticipate that the tender will result in greater equality of opportunity and ability to make more appropriate matches for individual children.	
Stage 4	Action Planning and Time Frames Please complete your EIA Action Plan template (Annex E)	*What equality objectives and targets have you developed?* The tender and placement process aims to place children in the most appropriate setting for their specific	*Have these objectives/ targets been incorporated into your monitoring and performance management system? Y/N* Yes – The contract monitoring

		needs this would include any specific need relating to race, gender, disability, religion etc. Please see also annex E for action plan to address issues identified	process ensures that appropriate placements are made and maintained. *How often will they be monitored and by whom?* Each local authority will monitor providers in line with their contractual responsibilities and this would be on an annual basis. However each placement will be monitored and reported on by the child's social worker and Independent Reviewing Officer to ensure continuous appropriateness of the placement *Who will sign this off?* Each local Authority duly approved officer will sign each contract as appropriate to that Local Authority.
Stage 5	Publication This is a legal requirement so you **MUST** send your EIA results for publishing. *This is for accessibility purposes for	*Have you sent a copy of this assessment to the Corporate Equality and Diversity Team for publication on the website?* Not yet it is Draft but engagement has been made with the Corporate	*Have you sent a copy of this assessment to your Directorate Equalities Lead? Y/N* In progress *Has an executive summary been*

	lengthy EIA's.	Equalities Manager and once signed off this EIA assessment will be published on the appropriate websites. *Have you logged your EIA onto the Listening to our communities - consultation and community engagement webpage?* No this is a tender process and does not involve any change in strategy or service delivery. Awaiting guidance as to whether we need to do this.	*prepared*?* No
Stage 6	Monitoring and Review	Contract will be reviewed inline with the dates processed. The contract is anticipated to run for XXXyears with an option to extend for a further XXX years.	*Who will be responsible for monitoring?* Each LA will monitor the placements according to their own requirements and in line with the childs placement plan. Contractual monitoring will be as detailed in the contract. *How will you use the monitoring results?*

			• To ensure appropriate placements are made for the children and that they remain appropriate. • To ensure contract compliance.

Signed (Completing Officer)…… MACage…… Date…02.10.2011…….

Signed (Lead Officer) …… ……... Date……