



Western Health and Social Care Trust

EQUALITY AND HUMAN RIGHTS SCREENING TEMPLATE

THIS IS A PUBLIC DOCUMENT

Title of Policy: 'Tender for 'Short Stay Breaks'	
Lead Manager: Bernie Melaugh	Title: Head of Service, Family Support
Directorate: Women and Children	Department: Family and Childcare
Contact details: Ms Bernie Melaugh Address: Unit 14-16, Glendermott Valley Business Park Derry BT47 3QR Tel: 028 71314076 Email: bernie.melaugh@westerntrust.hscni.net	
Short Description of Policy: The Trust proposes to re-tender for family support services, specifically in relation to youth support. The specific family support service will be 'Short Stay Breaks'	
Final Recommendations: (please tick as appropriate)	
1.	GREEN: No equality issues/impact: no further action <input checked="" type="checkbox"/>
2.	AMBER: Minor equality issues/impact: actions identified <input type="checkbox"/>
3.	RED: Major equality issues/impact: full EQIA recommended <input type="checkbox"/>
Please send draft completed form for quality assurance to equality.admin@westerntrust.hscni.net For further information on quality assurance see page 3, section 3.	
Final Approval Date:	

(1) INFORMATION ABOUT THE POLICY OR PROPOSAL

1.1 Tender for 'Short Stay Breaks'.

1.2 Description of policy or proposal

Extern were awarded a Contract to provide Youth Support Services in 01.08.2012. The current rolling contract with Extern is Trust wide and provides a range of services described below as:

- Youth Services
- Short Stay Residential Breaks
- Summer Breaks

These differentiated services were designed to work within the parameters of a Service Led Agreement and provide accessible and flexible support to young people and their families. The primary focus was to prevent family and placement breakdown whilst reducing the need for young people entering the care system.

The Trust is reviewing contracted services against a range of indices to ensure best fit, value for money and optimal service user outcomes and progression.

The Trust wants to ensure that Service Level Agreements within contract services for Family Support reflect an Outcome Based Accountability framework rather than an Output based format as expressed within the current contract. This will involve commissioning services to meet new and emerging need and to provide best outcomes for vulnerable families measured through a range of indices of which service output is only one indicator.

The aim of this proposal then is to:

- Consider how best to maximise resources that provide best outcomes for service users and remain cost effective.
- Adopt new arrangements for monitoring and evaluating performance.
- Align services to current need.
- Maintain relevance to current practice, policy and legislative developments.
- Assess and evaluate service landscape within the voluntary and community sector.
- Develop commissioning opportunities for providers within the sector.
- Consult with stakeholders.

This proposal is to re-tender for Short Stay Breaks within the Western Trust area.

A recent consultation process with social work teams from across the Western Health and Social Care Trust (WHSCT) has highlighted the need for continued short stay breaks for children and young people who are experiencing difficulties which may put them at risk of family and placement breakdown.

The WHSCT is seeking tender proposals from organisations that will provide short stay breaks to children and young people (in Fermanagh) from aged 7 years to 17 years of age. The short stay break service will provide overnight residential support, which must include 'pick up' and 'drop off' for the young person to and from their normal place of residence. The short stay breaks will be for four days and three nights.

It is acknowledged that appropriate support provided at a time of crisis can help prevent further deterioration of family and placement relationships. Our most vulnerable young people often need a separate safe space to explore their difficulties and work through coping strategies. A short stay break support service offered at the right time can make the difference between a child entering into the care system or their Looked After placement ending, or overcoming the temporary difficulties they are experiencing and provide the coping strategies to facilitate healthy relationships and continued living within the family setting.

The Short Stay Break Service will offer a range of interventions designed to engage and support young people and families, supporting child placement stability and negating the need for more intensive health and social care specialist support. The proposed service will support children and young people who are residing at home or within our care system providing respite and offering placement stability.

It is the WHSCT intention to employ additional Youth Work and Family Work Staff to work in the Southern Sector to mitigate against the loss of the group work element previously delivered by Extern. These staff will part of our expansion of the current Family Response Service.

1.3 Main stakeholders affected (internal and external)

For example, staff, actual or potential service users, other public sector organisations, voluntary and community groups, trade unions or professional organisations or private sector organisations or others. **Start to consider how you might involve them in the development of the policy/decision.** This will also help you to meet the Trust's obligations under Personal and Public Involvement (PPI).

Potential Tenders :

- Other Community & Voluntary Organisations – (3 potential providers applied through the pre-engagement process, Action for Children, Extern Organisation and North West Youth Service)

Trust Staff:

- Social Workers/SW Managers (from all the different Teams)
- Finance Staff
- HR Staff
- Contract Staff

Service Users:

- Children and young people using the service.
- Parents/Carers.

1.4 Other policies or decisions with a bearing on this policy or proposal

Regional:

- Children's Services Co-operation Act (2018)
- United Nations Convention on the Rights of the Child (UNCRC)

- Children Order 1995 (DHSSPS)
- Transforming Your Care
- Care Matters 2006 (DHSSPS)
- Health and Wellbeing 2026: Delivering Together
- Care-Leavers and Their Children Placed for Adoption (2017)

WHSCT:

- WHSCT Financial Recovery Programme 2019/22
- Western Trust Looked After Children Strategy (Draft)
- Delegated Statutory Function Reports

(2) CONSIDERATION OF EQUALITY AND GOOD RELATIONS ISSUES AND EVIDENCE USED

2.1 Data Gathering

2.1.1 What information did you use to inform this equality screening? For example, previous consultations, statistics, research, Equality Impact Assessments (EQIAs), complaints, etc.

- Quarterly contract monitoring returns which include contact with children, numbers, activity, incidents/Accidents/SAI's, finance and concerns.
- Annual Audit visits – Principal Social Worker or Business Service Officer.
- Contract Review Meetings – Head of Service for Contracts, Principal SW, Business Service Officer, Contracts Manager.
- Site visits – Head of Service for Contracts, Principal SW, and Business Service Officer.
- Operational Meetings – Principal Social Worker and Provider.
- Annual Contract Review Meetings - Head of Service for Contracts, Principal SW, Business Service Officer, Contracts Manager and Provider Representation.
- NISRA reports Health and Social care.
- Consultation with front-line staff.
- Views of young people/parents.
- WFP Information
- Census 2021 information

2.1.2 How did you involve people?

The Trust requires evidence of engagement with stakeholders to fulfil its statutory obligations under its Equality scheme, Consultation Scheme and Personal and Public Involvement strategy. Provide details of how you involved stakeholders e.g. views of colleagues, service users, carers, Trade Unions, Section 75 groups or other stakeholders.

Consultation and Engagement Statement: In your policy/proposal include a paragraph titled Consultation and Engagement and summarise this section. If there was no engagement, please explain why.

- Regular meetings with Extern management (CEO, Programme Manager, Contract Tender Manager, Finance person)
- Monthly operational meetings (Programme Manager, programme Leaders)
- Consultation with primary Social Workers/Social Work Managers. (All teams that work with high need families and can signpost children & families into the service)
- Service User feedback. (Through their Case planning, users evaluations from the services delivered, etc).
- Parent/Carer feedback. (One to one verbal feedback, case planning and other

evaluations,etc)

- Pre-Marketing Engagement Process. (Engaging with the wider market to understand and attract providers who would have the capacity to deliver this type of service).
- 150 Children (12 month period) (Needs based - children)

2.2 Equality Profile

Who is affected by the policy or proposal? What is the makeup (%) of the affected group? Please provide a statistical profile. Could you improve how you gather Section 75 information? Are there any issues or problems? For example, a lower uptake that needs to be addressed or greater involvement of a particular group? If the policy affects both staff and service users, please provide information on both. If not, merge the 2 columns.

Category	Service Users, etc. Census 2021 Information for Western Trust	(748) Social Services Staff (EX Bank) 9th Nov 2023
Gender	Male: 149,055 Female: 152,563	Female 639 Male 109
Age	5-7: 12,068 8-9: 8,298 10-14: 20,841 15: 3,944 16-17: 7,715 18-19: 6,848	16-24 27 25-34 162 35-44 263 45-54 197 55-64 91 65+ 8
Religion	Religion: Catholic: 194,050 (64.34%) Presbyterian: 26,996 (8.95%) Church of Ireland: 34,802 (11.54%) Methodist: 4,540 (1.51%) Other Christian: 8,873 (2.94%) Other religions: 2,388 (0.79%) No religion: 25,107 (8.32%) Religion not stated: 4,860 (1.61%)	Protestant 121 Roman Catholic 490 Not Determined/Not Known 137
Political Opinion	First preference votes- Election Results NI 2022: Sinn Fein 250,388 Votes DUP 184,002 Alliance Party 116,681 UUP 96,390 SDLP 78,237 Independent seats 25,315 Traditional Unionists voice 65,788 Green Party 16,433 Aontu 12,777 People Before profit 9,798 Others 6,894 Registered Voters 1,373,731 (63% turnout)	Broadly Unionist 32 Broadly Nationalist 127 Other 97 Do not wish to answer/not known 492
Marital	All usual residents aged 16 and	Married 387

Status	<p>over (237,761) Single: 92,708 Married: 106,711 In a civil partnership: 351 Separated by still legally married: 10,005 Divorced or formerly in a civil partnership which is now legally dissolved: 13,071 Widowed or surviving partner from a civil partnership: 14,915</p>	<p>Single 295 Other 66</p>
Dependent Status	<p>Dependents: All families in households: Households with no dependent children: 57,672 Households with children: 135,209</p> <p>Residents who: Provide 1-19 hours unpaid care per week: 248,516 Provide 20-49 hours unpaid care per week: 8,827 Provide 50+ hours unpaid care per week: 11,133 Provide no unpaid care: 248,516</p>	<p>Yes 172 No 174 Not Known 402</p>
Disability	<p>Health Problem or Disability (Long-term) Day-to-day activities limited at lot: 38,124 Day-to-day activities limited a little: 39,508 Day-to-day activities not limited: 223,985</p>	<p>Yes 15 No 457 Not Known 276</p>
Ethnicity	<p>White: 295,860 (98.09%) Irish Traveller: 527 (0.17%) Roma: 43 (0.01%) Indian: 1,041 (0.35%) Chinese: 640 (0.21%) Filipino: 415 (0.14%) Pakistani: 156 (0.05%) Arab: 158 (0.05%) Other Asian: 326 (0.11%) Black African: 370 (0.12%) Black Other: 170 (0.06%) Mixed: 1,548 (0.52%) Other ethnicities: 362 (0.12%)</p>	<p>Indian 1 White 564 Other 3 Not assigned 180</p>
Sexual Orientation	<p>Straight or heterosexual: 214,237 Gay, lesbian, bisexual, other sexual orientation: 3,889 Prefer not to say/Not stated: 19,635 No code required: 63,854</p>	<p>Opposite sex 419 Same sex 12 Same and Opposite sex 4 Do not wish to answer/not known 313</p>

2.3 Assessing Needs/Issues/Adverse Impacts/consequences for Good Relations etc.

What are consequences of the policy/proposal on Users/Carers and staff? What are the different needs, issues and concerns of each of the equality groups? Are there any adverse impacts? If the policy affects both staff and service users, please specify issues for both. If not, merge the 2 columns. Please state the source of your information, e.g. colleagues, consultations, research, user feedback, etc.

Equality Group	Service Users, etc. All Children and families will be individually assessed and ensure suitability for the programme.	Staff
Gender	No issues identified.	No issues identified.
Age	<p>The service is for under 18s, information needs to be communicated in an age appropriate way.</p> <p>Children of different ages will need information in different ways – information will need to be age appropriate. This will be fully scoped out with the support of their Social Workers and independent advocacy.</p> <p>Children are selected as per need of service, referrals made by Social Workers.</p>	<p>Social Workers / Youth Workers / Family Workers will continue to listen to service users and engage with all relevant people associated to the care of the individual/family to ensure age appropriate ways to communicate and deliver services.</p> <p>These staff will have a knowledge of the service and ability to ascertain views and wishes in an age appropriate way in for of questionnaires, verbal feedback and evaluations.</p>
Religion	No identified issues	No identified issues
Political Opinion	Given the stature of Extern there may be some political views and worries of the proposal to withdraw these services within the local area.	The WHSCT will continue to communicate with their staff during this process regarding providing a service which will support children, young people and their families to ensure that a similar provision will continue.
Dependent Status	Parents and carers need clear information on the service and the changes aims and objectives of same.	No identified issues
Disability	<p>Some parents/carers may have a disability which may require information in alternative formats e.g. easy to understand, audio, Braille, large font etc.</p> <p>Adaptions will be considered for any individual with any physical disabilities.</p> <p>If required alternative formats of communication can be accessed,</p>	<p>Some staff may have a disability which may require information in alternative formats e.g. easy to understand, audio, Braille, large font etc.</p> <p>Adaptions will be considered for staff with any physical disabilities. Relevant training required will continue to take into consideration staff who may have a disability as well as knowledge to all staff on supporting</p>

	<p>e.g. sign language services and interpreting services. Children with a disability (ie ADHD, Autism) may have additional communication support needs or access requirements.</p> <p>Interpreters and/or written translations will be sought in line with Trust processes</p>	<p>others with a disability.</p> <p>Changes of services will be communicated in varies formats to staff.</p> <p>Interpreters and/or written translations will be sought in line with Trust processes to support staff in supporting Users when delivering services.</p>
Ethnicity	<p>Interpreters and translations will be available as per Trust Policy.</p> <p>Children and parents/carers from ethnic minority groups who require additional support will be able to access independent advocate as needed.</p>	<p>Translation of documents is available as per Trust Policy</p>
Sexual Orientation	<p>Some children may have identified themselves as lesbian, gay or bisexual. Some parents/carers may be lesbian, gay or bisexual. All Users will receive the same caring service and treated with respect by staff.</p>	<p>Staff will continue to create an environment that respects differences.</p>
Other Issues: e.g. Rurality	<p>Any rurality issues will be considered in accordance with child care planning,(locality Planning that feeds into CYPSP) although there are no anticipated issues expected as procedure will remain the same</p>	<p>In addressing this need the WHSCT have committed resources in-house and have already employed two Youth Workers and a Family Worker in Southern Sector of the Trust. The plan is to employ additional Family Workers and Youth Workers in these areas to support children and young people and their families. These staff will be additional to the Trust's Family Response Service.</p>

2.4 Multiple Identities: When considering this policy/proposal, are there any additional issues relating to people with multiple identities? For example: older women, disabled minority ethnic people, young Protestant men, disabled people who are gay, lesbian or bisexual.

Consideration of young people/parents will be paramount.

2.5 Making Changes: Promoting Equality of Opportunity/Minimising Adverse Impacts

Based on the equality issues you identified in 2.2, 2.3 and 2.4, what do you currently do that meets those needs? What additional changes do you intend to make that will improve how you promote equality of opportunity or minimise adverse impacts?

Equality Group	Actions that promote equality of opportunity or minimise (mitigate) adverse impacts	
	Services User	Staff
Age	<p>The service is for under 18s, information needs to be communicated in an age appropriate way.</p> <p>Children of different ages will need information in different ways – information will need to be age appropriate. This will be fully scoped out with the support of their Social Workers and independent advocacy.</p>	<p>Staff will continue to listen to service users and engage with all relevant people associated to the care of the individual/family to ensure age appropriate ways to communicate and deliver services.</p>
Disability Service	<p>Some parents/carers may have a disability which may require information in alternative formats e.g. easy to understand, audio, Braille, large font etc.</p> <p>Adaptions will be considered for any individual with any physical disabilities.</p> <p>If required alternative formats of communication can be accessed, e.g. sign language services and interpreting services. Children with a disability (ie ADHD, Autism) may have additional communication support needs or access.</p>	<p>Some staff may have a disability which may require information in alternative formats e.g. easy to understand, audio, Braille, large font etc.</p> <p>Adaptions will be considered for staff with any physical disabilities.</p> <p>Relevant training required will continue to take into consideration staff who may have a disability as well as knowledge to all staff on supporting others with a disability.</p> <p>Changes of services will be communicated in varies formats to staff.</p> <p>Written translations will be sought in line with Trust processes to support staff in supporting Users when delivering services.</p>
Dependant Status	<p>Parents and carers will be given clear information on the service and the changes aims and objectives of same.</p>	<p>No issues identified</p>
Political Opinion	<p>Given the stature of Extern there may be some political views and worries of the proposal to withdraw these services within the local area.</p>	<p>The WHSCT will continue to communicate with their staff during this process regarding providing a service which will support children, young people and their families to</p>

		ensure that a similar provision will continue.
Ethnicity	Children and parents/carers from ethnic minority groups who require additional support will be able to access independent advocate as needed.	Written translation of documents is available as per Trust Policy
Sexual Orientation	Some children may have identified themselves as lesbian, gay or bisexual. Some parents/carers may be lesbian, gay or bisexual. All Users will receive the same caring service and treated with respect by staff.	Staff will continue to create an environment that respects differences.
Rurality	Any rurality issues will be considered in accordance with child care planning (locality Planning that feeds into CYPSP) although there are no anticipated issues expected as procedure will remain the same.	<p>WHSCT have in place committed resources in-house and have already employed two Youth Workers and a Family Worker in Southern Sector of the Trust. The plan is to employ additional Family Workers and Youth Workers in these areas to support children and young people and their families. These staff will be additional to the Trust's Family Response Service</p> <p>There is no additional financial costs anticipated if the Short Stay Breaks move location as all addressed and outlined within contract..</p>

(3) CONSIDERATION OF DISABILITY DUTIES

How does the policy/proposal encourage disabled people to participate in public life and promote positive attitudes towards disabled people?
Some of the children in this cohort may have a disability (ADHD, Autism) and this contract will ensure that their particular needs are continued to be addressed.

(4) CONSIDERATION OF HUMAN RIGHTS

4.1 Does the policy or proposal adversely affect anyone's Human Rights? Complete for each of the Articles.

Article	Positive Impact	Negative Impact - human right interfered with or restricted	Neutral Impact
Article 2 – Right to life			✓

Article 3 – Right to freedom from torture, inhuman or degrading treatment or punishment			✓
Article 4 – Right to freedom from slavery, servitude & forced or compulsory labour			✓
Article 5 – Right to liberty & security of person			✓
Article 6 – Right to a fair & public trial within a reasonable time			✓
Article 7 – Right to freedom from retrospective criminal law & no punishment without law			✓
Article 8 – Right to respect for private & family life, home and correspondence.			✓
Article 9 – Right to freedom of thought, conscience & religion			✓
Article 10 – Right to freedom of expression			✓
Article 11 – Right to freedom of assembly & association			✓
Article 12 – Right to marry & found a family			✓
Article 14 – Prohibition of discrimination in the enjoyment of the convention rights			✓
1 st protocol Article 1 – Right to a peaceful enjoyment of possessions & protection of property			✓
1 st protocol Article 2 – Right of access to education			✓

If you have answered either ‘Positive Impact’ or ‘Neutral Impact’ to all of the above, please move on to Section 5.

4.2 If you have identified any potential negative impacts to any of the articles, please complete the following table.

Article Number	What is the negative impact and who does it impact upon?	What do you intend to do to address this?	Does this raise any further legal issues?*
N/A			Yes/No

****It is important to speak to your line manager on this and if necessary seek legal opinion to clarify this.***

4.3 Outline any further actions which could be taken to promote or raise awareness of human rights or, to ensure compliance with the legislation in relation to the policy or proposal.

N/A

(5) SHOULD THE POLICY OR PROPOSAL BE SUBJECT TO A FULL EQUALITY IMPACT ASSESSMENT?

A full Equality Impact Assessment (EQIA) is usually confined to those policies or decisions considered to have major implications for equality of opportunity. Base your decision on information from sections 2.2, 2.3, 2.4 and 2.5.

How would you categorise the impacts of this proposal or policy? (refer to Guidance Notes for guidance on impact)

Do you consider that this policy or decision needs to be subjected to a full Equality Impact Assessment?

Please tick:

GREEN: No impact	<input checked="" type="checkbox"/>
AMBER: Minor impact	<input type="checkbox"/>
RED: Major impact	<input type="checkbox"/>

Please tick:

Yes	<input type="checkbox"/>
No	<input checked="" type="checkbox"/>

Please give reasons for your decision. (See Guidance Notes, page 28, for sample paragraph).

The Proposal will see the delivery of a similar service that was previously provided by Extern, now being delivered in-house by staff within the WHSCT.

The Trust is reviewing contracted services against a range of indices to ensure best fit, value for money and optimal service user outcomes and progression.

The Trust wants to ensure that Service Level Agreements within contract services for Family Support reflect an Outcome Based Accountability framework rather than an Output based format as expressed within the current contract. This will involve commissioning services to meet new and emerging need and to provide best outcomes for vulnerable families measured through a range of indices of which service output is only one indicator.

- **NOTE: Equality and Human Rights Statement:** The policy/proposal that this screening relates to MUST include the above paragraph. In addition, this paragraph should be used in the briefing note to Trust Board and will also be included in the Trust's Equality Screening Report.

(6) EQUALITY AND HUMAN RIGHTS MONITORING

What data will you collect in the future in order to monitor the effect of the policy or proposal, on any of the equality groups, for equality of opportunity and good relations, disability duties and human rights?

- Monitoring of complaints or feedback from Service-Users, Parents, Staff.
- Monitor referrals received via Family Support Panel.
- Quarter Monitoring Returns
- Annual Audit Visits
- NISRA Reports

Approved Lead Officer: Jonnie McDevitt

Position: Principal Social Worker (Family Support)

Policy/Proposal Screened By: Bernie Melaugh, Head of Service (Family Support)

Date: 07.09.23

Quality Assurance: Please send the final draft for quality assurance to the Equality and Human Rights Unit, Tyrone and Fermanagh Hospital, Omagh, BT79 0NS or email: equality.admin@westerntrust.hscni.net. **Quality Assurance can take up to three weeks.**

Directorate SMT Approval: The completed Equality Screening Form **MUST** be presented along with the policy/proposal to your Directorate SMT for approval.

Quarterly Equality Screening Reports: When final Trust approval is received, ensure that you send the completed screening form and associated policy/proposal, etc. to the Equality and Human Rights Unit, for inclusion in the WHSCT's quarterly equality screening reports. As a public document, the screening form will be available for downloading on both the Trust's website and intranet site.