1. Brief description of the service covered by this assessment.

The Joint Service for Disabled Children (JSDC) is an innovative and creative partnership comprising:

*Enfield Community Service (ECS) - representing health within the JSDC – ECS. Please note ECS are not part of the LA – they are collaborative partners of the JSDC.*

*The Early Intervention Support Service (EISS) - representing education within the JSDC.*

*Cheviots Children’s Disability Centre/Service - representing social care within the JSDC.*

The Joint Service collectively assesses children and families and provides and commissions a range of support and short breaks for disabled children and young people (aged from 0 to 17 years inclusive) and their families.

Children and young people are eligible for support and services if they have a physical or mental impairment, which has a substantial and long-term effect on their ability to carry out day-to-day activities. This may include a physical or learning disability, a hearing or visual impairment. It includes children with autism and children who may have challenging behaviour as a result of their learning disability. It also includes children who have complex health needs and who may have palliative care needs, a life limiting or a life-threatening condition.

2. Please list the main partners, council departments, organisations and service user or target groups for this service.

As an established multi-agency team the service works with the following partners: ‘Our Voice’ Parent Forum, ‘Parent2Parent’, disabled children and young people, Housing, HASC, CAMHS, SEN and special schools and a range of voluntary groups including Enfield Children and Young Person’s Service to improve the life chances of disabled children and their families in Enfield.
3. If the service is provided by another organisation or agency please give their names and how you ensure they comply with the Council’s Equal Opportunities and Valuing Diversity policy

All commissioned short breaks providers are asked for their Equal Opportunities and Diversity policies when they submit their application for a tender. It is ensured that their policies complement those of the Council.

Approved providers for Overnight Short Breaks for disabled children and young people are: Action for Children; Hamelin Trust; Jubilee House Care Trust; LB Waltham Forest; National Autistic Society, and Norwood.

Approved providers for School Holiday Playschemes, Leisure Activities and Out of School Clubs are: Centre 404; ECYPS Consortium; Face Front Inclusive Theatre; Norwood; Playedz; Sense, and VIPS.

Approved providers for Home Care are: Edenvale Care; Crossroads Care; Marego; Oasis Care & Training Agency, and De Vere Care.

4. Please list any performance objectives / targets relating to equality that your service has / uses.
   If as a result of this assessment you are going to introduce new targets, please detail these in your action plan at the end of this form

The number of families in receipt of Short Break Grants.

Equalities data collection and monitoring

5. Does your service collect data from service users/applicants for equality monitoring purposes? YES

If YES please detail below how and when this data is collected and where it is stored e.g. equalities data is collected at application stage and entered into the SAP database.

Data is used to inform commissioning. For example the rise in the numbers of children being diagnosed with autism has led to a departmental wide approach to autism – including development of early intervention services – Making A Positive Start for Autism (MAPS) and has significantly impacted on the SEND strategy to secure appropriate and local education provision and wrap around support services.

The JSDC ensures that commissioned and in-house provision meet the eclectic needs of disabled children, young people and their families, who are eligible for support and that they have equitable access to a range of community activities and services.

Data is maintained via – JSDC data base/ SEN/JSNA
6. Does your service carry out equalities monitoring to review the take up / accessibility of your service?  YES  
If YES please detail which aspects of your service are monitored and how frequently, then proceed to Q8. If NO please complete Q7.

7. If your service does NOT monitor equalities, please detail how you comply with the Council’s Equal Opportunities and Valuing Diversity policy and how you achieve the council’s aim of ‘Fairness for all’ - serving the whole borough fairly and tackle inequality.

8. Monitoring information:  
Indicate YES, NO or NA (Not Applicable) for each characteristic

<table>
<thead>
<tr>
<th></th>
<th>Disability</th>
<th>Gender</th>
<th>Age</th>
<th>Race</th>
<th>Religion &amp; Belief</th>
<th>Sexual Orientation</th>
<th>Gender reassignment</th>
<th>Pregnancy &amp; Maternity</th>
<th>Under-Representation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Does monitoring enable you to profile service users / applicants by the following characteristics?*</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>NO</td>
<td>No</td>
<td>No</td>
<td>NO</td>
<td>NO</td>
<td>NO</td>
</tr>
<tr>
<td>Does monitoring enable you to profile the satisfaction of service users by the following characteristics?*</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Does a comparison against baseline demographic data show that service users are representative of the local population in relation to the following characteristics?</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>Not Known</td>
<td>Not Known</td>
<td>Not Known</td>
<td>Not Known</td>
<td>Not Known</td>
</tr>
<tr>
<td>Does monitoring show that there are any under-represented groups within the following characteristics?</td>
<td>NO</td>
<td>NO</td>
<td>NO</td>
<td>NO</td>
<td>Not Known</td>
<td>Not Known</td>
<td>Not Known</td>
<td>Not Known</td>
<td>Not Known</td>
</tr>
</tbody>
</table>

**IF YES PLEASE LIST THE ACTIONS YOU ARE TAKING/WILL TAKE TO ADDRESS UNDER-REPRESENTATION OF PROTECTED GROUPS IN THE ACTION PLAN AT THE END OF THIS ASSESSMENT.**
* If you do not include all protected characteristics in your equalities monitoring please explain why below:

The primary concern for the JSDC is to ensure access for disabled children and young people - who meet eligibility criteria - to be supported in a timely and efficient manner, so they are able to achieve positive life outcomes and progress towards living an 'ordinary life'.

### Equalities impact

<table>
<thead>
<tr>
<th>9. Protected characteristics equalities impact:</th>
</tr>
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<tbody>
<tr>
<td>Please indicate YES, NO or NA (Not Applicable) for each characteristic</td>
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</tbody>
</table>

<table>
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<tr>
<th></th>
<th>Disability</th>
<th>Gender</th>
<th>Age</th>
<th>Race</th>
<th>Religion &amp; Belief</th>
<th>Sexual Orientation</th>
<th>Gender Reassignment</th>
<th>Pregnancy &amp; Maternity</th>
<th>Marriage &amp; Civil Partnerships</th>
</tr>
</thead>
<tbody>
<tr>
<td>Do satisfaction levels identify any concerns arising from vulnerable groups within the following characteristics?</td>
<td>NO</td>
<td>NO</td>
<td>NO</td>
<td>NO</td>
<td>NO</td>
<td>NO</td>
<td>NO</td>
<td>NO</td>
<td>NO</td>
</tr>
<tr>
<td>Does your evidence show an adverse impact on any group/s within the following characteristics?</td>
<td>NO</td>
<td>NO</td>
<td>NO</td>
<td>NO</td>
<td>NO</td>
<td>NO</td>
<td>NO</td>
<td>NO</td>
<td>NO</td>
</tr>
<tr>
<td>Are there known or potential barriers to participation for any group/s within the following characteristics?</td>
<td>NO</td>
<td>NO</td>
<td>NO</td>
<td>NO</td>
<td>NO</td>
<td>NO</td>
<td>NO</td>
<td>NO</td>
<td>NO</td>
</tr>
</tbody>
</table>

**IF YES PLEASE LIST THE ACTIONS YOU ARE TAKING/WILL TAKE TO MITIGATE ADVERSE IMPACTS / BARRIERS / CONCERNS IN THE ACTION PLAN AT THE END OF THIS ASSESSMENT.**

10. Could the service or policy discriminate, directly or indirectly, according to the accompanying definitions? NO

If YES, please set out how it is justifiable under legislation in the box below.
11. Could the service or policy have an adverse impact on relations between different groups / community cohesion? NO
   If YES, describe below and add any actions to mitigate this impact in your action plan.

12. Have you received any complaints about your service in respect of equality issues? NO
   If YES, please give a brief description and what action has been taken as a result.

13. How does the service contribute to eliminating discrimination, advancing equality of opportunity and fostering good relations between different groups in the community?

   The Joint Service for Disabled Children -

   - Promotes the health, safety and well-being of disabled children and young people, ensuring they can fully participate in family and community life, enjoying themselves with friends and making decisions about their lives.

   - Prevents family crisis through the provision of the right level of support at the right time.

   The key principles underpinning the work are the need to be fair, transparent and equitable so that all families from all the diverse community groups across Enfield are informed about services, know how to access them and are supported to be equal partners in the development and delivery of services.

   Any member of staff with an additional need/disability receives the appropriate support and working practices are adjusted. This may include specialist equipment or adjusted working hours.

14. Please give specific examples of success / best practice your service can evidence in terms of 'narrowing' the gap through improved outcomes / reduced inequality for service users

   Since 2014 the JSQDC (in partnership with the London Borough of Bromley) has had the role of Peer Support lead with the specific responsibility of supporting all London boroughs in their roll out of the wide-ranging SEND reforms as per the Children and Families Act 2014. This role brought additional funding to Enfield some of which has been used to commission local parent forums to take a lead role in delivering training and support to professionals and parents
15. Does your service or policy provide financial support for the protected groups? YES
   If YES, please list below and the value of the financial support.

   Short Break grants and Direct Payments are provided to eligible families in lieu of in-house or commissioned services.

16. Socio-economic equalities impact:
   Indicate YES, NO or NA (Not Applicable) for each characteristic

   | Communities | low income | disabled | People in rural / deprived areas | People not in employment, education or training | People with low qualifications | People living in social housing | Lone parents | People on low incomes | People in poor health | Any other socio-economic factor
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</thead>
<tbody>
<tr>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td>YES</td>
</tr>
</tbody>
</table>

17. If YES answered above – please describe the impact (including any positive impact on social economic inequality) and any mitigation if applicable

   The primary focus of the JSDC is to ensure access for disabled children and young people to a range of support services and opportunities which promote positive life outcomes. Due to the proven strong correlation between the above socio-economic factors and disability, the service does promote equality of opportunity to these groups.

Consultation and engagement

18. Please list any recent consultation activity on your service, any specific equalities groups that were targeted, how the results have been publicised and what action has been taken in response to the results. (Please state the source of data)
   (If more information is needed to understand the views of disadvantaged groups please add this to your action plan)

   Regular consultation, engagement and co-production with parents of children with SEND and with children and young people themselves on service development and delivery is integrated into the fabric of the team's work.

   - The Annual Review of Enfield’s Local Offer was published online in September 2015. This detailed the work with parents and young people to develop the information providing in the Local Offer and what changes had been made as a result of their feedback. The Review for 15/16 will
include a series of focus groups with parents and young people and questionnaires to support the continued development of the Local Offer.

- An on-line feedback form is currently being developed for the Local Offer by the Consultation and Engagement Team which will form part of the ongoing consultation work.

- During 2015 young people with SEND who attended the Alan Pullinger Youth Centre participated in a 10 week programme helping them to understanding the “All About Me” Section of the Education, Health & Care Plan. As part of this programme the Young People made a DVD which is now available on the Local Offer to help other parents and young people understand the purpose of the All About Me and what they need to think about to contribute.

- A series of videos have been commissioned to enhance the information available to young people on the Local Offer. The young people will work with the film maker to present the information in a way that is meaningful to the young people. It is hoped that as part of this group that we will be able to set up a group of young people with SEND, who we will regularly “go to” to help us develop services and information for young people.

- Parents are part of the Governance Structure of the SEND Implementation and contribute to the strategic decision making via membership on the SEND Steering Group and its Work Streams.

During tendering processes, parents/carers have been involved in preparing service specifications, scoring applications for provision, and interviewing prospective service providers. Successful service providers are also asked to consult with parents and children regarding the ongoing service, and they report back on these during contract monitoring visits. Service providers evidence the action that has been taken based on the service users’ ideas.

### Staff training and development

19. **Please set out below the staff training undertaken on equalities.**

   If there is a need for additional staff training please detail this in your action plan.

Evidence of staff training:

- A comprehensive training programme is provided to ensure that all staff are trained, competent and confident in supporting children and young people of both sexes with a wide and diverse range of disabilities.

- Commissioned services are asked to evidence the training that their staff undertake. Training includes — but is not limited to — Safeguarding, Child
Protection, Equal Opportunities, Confidentiality and Data Protection. Dependent on the type of short break and the needs of the service users, intensive training also takes place. This can include training for PEG feeding, epilepsy awareness, autism awareness, or any other specific training required to ensure that children and young people can access services safely.

Outcomes from training:
- Confident and competent staff able to safely meet the needs of children and young people with a diverse and complex care needs
- Confident parents satisfied with the support provided to their child.
- Children and young people with a range of challenging care and behavioural needs supported and able to safely enjoy themselves with their peers in a setting of their choice.
- Parents able to have a break from their additional caring responsibilities.

Review and publicity

20. Please set out in your action plan when you will review this assessment and how it will be publicised
(Note: all EQiAs sent to the Performance Management Team are published on the Council's website)

This assessment will be placed on the Local Offer page of the Council website. The Local Offer is specifically for families with disabled children and it will be reviewed annually as part of our review of the Local Offer.
### Enfield Council – Retrospective Equality Impact Assessment / Analysis

**Action plan template for existing services**

**Name of service/policy:** Joint Service for Disabled Children  
**Team:** Joint Service for Disabled Children  
**Department:** SCS  
**Service manager:** Janet Leach

<table>
<thead>
<tr>
<th>Identified Issue</th>
<th>Action Required</th>
<th>Lead Officer</th>
<th>Timescale/By When</th>
<th>Costs</th>
<th>Review Date/Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Publicity of this assessment and when it will be reviewed</strong></td>
<td>Ensure it is placed on the Local Offer</td>
<td>Janet Leach</td>
<td>ASAP</td>
<td>Nil</td>
<td>In one year</td>
</tr>
<tr>
<td><strong>Accessibility to a range of short break options</strong></td>
<td>Apply for additional funding via the Social Care Innovation Fund to broaden the appeal and increase the delivery of Short Break Grants to a wider group of families. Ensure that this is delivered with the necessary accompanying support, including the infrastructure to enable choice and control for families.</td>
<td>Janet Leach</td>
<td>Over the next 18 months</td>
<td>Grant funding yet to be determined via the Social Care Innovation fund.</td>
<td>In one year</td>
</tr>
<tr>
<td><strong>Accessibility to preschool support</strong></td>
<td>Review current support and work with early years providers to enhance provision to under 5s with Special Educational Need and/or Disability</td>
<td>Janet Leach</td>
<td>Within the next 12 months</td>
<td>No additional funding identified.</td>
<td>In one year</td>
</tr>
</tbody>
</table>

**Date to be reviewed:** June 2017

**APPROVAL BY THE RELEVANT ASSISTANT DIRECTOR - NAME:** Julian González  
**SIGNATURE:** [Signature]