



## WORCESTERSHIRE COUNTY COUNCIL EQUALITY IMPACT ASSESSMENT TEMPLATE

Please read the brief guidance which provides essential information for anyone who is unfamiliar with the County Council Equality Impact Assessment process.

### Background information:

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Date assessment commenced:	24/08/2018
Date assessment completed:	18/02/2019

### Function, strategy, project, policy or procedure being assessed:

Name of the function, strategy, project, policy or procedure being assessed:	SEND Written Statement of Action
Is this a new or an amended policy?	New
Does the policy form part of a wider programme which has already been screened for equality relevance?	No

### Stage 1 - Please summarise the main objectives, aims and intended outcomes of this policy

Aims/Objectives:	<p>In March 2018, Ofsted and the Care Quality Commission (CQC) conducted a joint inspection of the local area of Worcestershire to judge the effectiveness of the area in implementing the special educational needs and disability (SEND) reforms as set out in the Children and Families Act 2014. As a result of the findings of this inspection and in accordance with the Children Act 2004 (Joint Area Reviews) Regulations 2015, Her Majesty's Chief Inspector (HMCI) determined that a Written Statement of Action (WSOA) is required because of significant areas of weakness in the local area's practice. The local authority and the area's clinical commissioning group (CCG) are jointly responsible for submitting the written statement to Ofsted.</p> <p>The WSOA has been prepared together with Health colleagues, parents and carers, head teachers and other key stakeholders. The WSOA is outcome and objective based addressing the 'so what difference will this make?' question in a way that is both</p>
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	<p>deliverable (in stages) and measurable (so it is reportable through agreed Governance routes and also to the DfE, NHSE and OFSTED)</p> <p>The WSoA has five workstreams each led jointly by representatives from WCC, Health and Partners – it has a detailed reporting and governance process to ensure accountability at all levels including SEND Improvement (Strategic) Board, HWBB, ICEOG, CCG Gov Body and Cabinet updates.</p> <p>The workstreams are as follows:</p> <ol style="list-style-type: none"><li>1. Local Offer</li><li>2. Embedding the Graduated Response</li><li>3. Assess and Planning</li><li>4. Joint Commissioning &amp; Leadership</li><li>5. Workforce and Engagement</li></ol>
<p>Intended outcomes:</p>	<p>Each workstream has an overarching objective and key outcomes:</p> <p>OUTCOME 1 – Local Offer</p> <p>Local offer is accurate, available, informative and useful to enable Children, Young People and families to access help and information at the earliest possible opportunity.</p> <ul style="list-style-type: none"><li>• Collaborative – produced and reviewed with Children, Young People and Parents</li><li>• Accessible – factual and jargon free</li><li>• Comprehensive</li><li>• Regularly updated</li><li>• Well used by the community of Worcestershire</li></ul> <p>OUTCOME 2 – Embedding the Graduated Response</p> <p>Improve and embed the Graduated Response so needs are identified at the earliest point with appropriate support put in place.</p> <ul style="list-style-type: none"><li>• Understanding and implementation of graduated response</li><li>• Leads to consistency and coherence in mainstream provision for children with SEND</li><li>• More confident parents</li><li>• Few exclusions</li><li>• Fewer moves between schools for children</li><li>• Better outcomes because provision meets needs</li><li>• Monitoring outcomes with challenge and support to providers leads to better outcomes</li></ul> <p>OUTCOME 3 – Assessment and Planning</p>



Children and Young People's needs are assessed and met in a timely and purposeful manner.

- Person-centred assessments
- Co-production is a feature of assessment and planning
- Meaningful and accurate content in EHC Plans that are issued on time
- Health, social care and educational professionals work together effectively
- Planning and review secures educational stability and leads to better outcomes
- Equip our workforce to implement the 2014 CoP and to be person centred.

#### OUTCOME 4 – Joint Commissioning and Leadership

Children and Young People's needs are understood and resources applied so they get what they need when they need it

- Joint commissioning priorities are understood and agreed
- Provision is re-balanced and adjusted according to changing needs of children and young people
- Strategic plans are co-produced and reviews undertaken with parent reps and partners
- Local Area Partners share performance targets and work together to monitor and review

#### OUTCOME 5 – Workforce and Engagement

Children & Young people are supported by a workforce that achieves the best possible outcomes, through effective engagement and coproduction. A multiagency workforce shares a culture which promotes inclusive practice, equipped through knowledge and skills.

- A multiagency Workforce Development Programme secures a common platform of knowledge and skills
- Parents and carers are involved in developing training and take part
- Training is evaluated to evidence uplift in knowledge & skills.
- Professionals are clear about responsibilities and explore how to deliver these in a more collaborative and outcome focussed way

Please summarise how these outcomes will be achieved?

A Programme of work has been developed to drive the delivery of the Written Statement of Action.

Careful consideration has been given to the articulation of a robust system through which officers and staff can account for their action and its impact to Local Area Leaders. The diagram on the previous page sets out the structure for reporting and monitoring of the progress of the Written Statement of Action.



Reports are used to ensure a flow of information and to explain action taken by other boards.

The SEND Improvement Project Team will ensure the timely production of these reports that will highlight what has been achieved through Workstream activity, as well as any areas of risk.

The first stage in the flow of reporting in this process is the provision of monthly reports to the SEND Improvement Board where those present will be able to seek clarification from Workstream Leads on specific issues. In addition to stakeholder and parent representatives on this Board, executive level officers from the CCGs, Healthcare Provider Trust, Children's and Adults Social Care, Education and Skills and Babcock Prime (Worcestershire's school improvement partner) are present. Young people also attend.

The Health and Wellbeing Board (HWBB) includes Elected Members of the Council with Portfolio responsibilities for Children's and Adults Social Care and Education and Skills and members of the three CCG Governing Bodies, as well as The Director of Children, Families and Communities and the Chief Executive of the Council. It meets quarterly and will be provided with a report that has been enhanced following the discussions of the SEND Improvement Board. If there are matters that relate to Local Area Leadership, these will focus in matters for the Board's attention.

The Integrated Commissioning Executive Officer Group (ICEOG) will also consider progress reports paying particular attention to areas of joint priority. Both the HWBB and ICEOG can confirm policy priorities and direction and influence change in the services led by its members.

CCG Governing Bodies meet quarterly. Update reports will be prepared by the Project Team and presented by executive officers who attend the HWBB and/or ICEOG.

The Lead Elected Member for Education and Skills will meet at least monthly with the Assistant Director Education and Skills to interrogate progress in the Written Statement of Action and explore any specific issues of concern. Update reports to the Cabinet of the Council will follow a quarterly cycle for the first 12 months, supported with 6 monthly issue specific reports.

Quarterly reports will be prepared by the Director of Children, Families and Communities and the Accountable Officer for the three CCGs, for publication on the Local Offer web-site, and for Local Area Partners' own web-sites.



	<p><u>Monitoring Activity and Impact</u></p> <p>Activity is driven through five workstreams. Their work plans are set out in this Written Statement of Action. They report to the SEND Improvement Board</p>
Where an existing policy is to be amended please summarise principle differences between the existing and proposed policies?	

## Stage 2 - Information gathering/consultation

Please give details of data and research which you will use when carrying out this assessment:	
Please give details of any consultation findings you will use when carrying out this assessment:	
Do you consider these sources to be sufficient?	Choose an item.
If this data is insufficient, please give details of further research/consultation you will carry out:	
Please summarise relevant findings from your research/consultation:	

## Stage 3 - Assessing the equality impact of the policy

Based on your findings, please indicate using the table below whether the policy could have an adverse, neutral or positive impact for any of the protected groups:

Protected characteristic	Adverse	Positive	Neutral
Age	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Disability	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Marriage and civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>



Pregnancy and maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Race	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Religion and belief	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sexual orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Please provide details of all positive and adverse impact you have identified:	The Written Statement of Action is intended to improve services for children with Special Educational Needs and Disabilities from Birth to 25 years. The quality of advice and service received will be perceived by parent / carers. There may be perceived negative impact from mainstream schools and from parent/carers of SEND children who are encouraged to attend mainstream schools.
Where possible please include numbers likely to be affected:	
Where potential adverse impact has been identified, can continuation of the proposed policy be justified?	No If yes, please explain your reasons: The overall impact of the Written Statement of Action will be a positive impact. The negative impact is more perception than actual
Do you consider that this policy will contribute to the achievement of the three aims of the <a href="#">Public Sector Equality Duty</a> ?	Please indicate which of these aims is achieved through this policy: <ul style="list-style-type: none"> <li>•Advance equality of opportunity between people who share a protected characteristic and those who do not.</li> <li>•Foster good relations between people who share a protected characteristic and those who do not.</li> </ul> Please explain how the policy contributes to achievement of any aims you have selected:
<p>The Public Sector Equality Duty has the following three aims:</p> <ol style="list-style-type: none"> <li>1. To eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010.</li> <li>2. To advance equality of opportunity between persons who share a relevant <a href="#">Protected Characteristic</a> and persons who do not share it.</li> <li>3. To foster good relations between persons who share a relevant <a href="#">Protected Characteristic</a> and persons who do not share it.</li> </ol>	

## Stage 4 - Action planning and time frames

Please list any actions you will take to mitigate any adverse impact you have identified:

Planned action	By who	By when	How will this be monitored
Regular Communication with schools and Parent/Carers around the development and	This will be led by the Communication leads from WCC, Acute Trust and CCGs	Throughout the programme	This will be monitored through the Communication plan and reported to the



benefits of the Written Statement of Action			relevant Boards as set out above

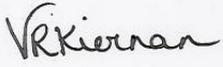
Please indicate how these actions will be taken forward as part of your team/service/directorate planning:	Communication forms part of the programme of the Written Statement of Action and will be monitored on a regular basis
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## Stage 5 - Monitoring & Review

How frequently will proposed action be monitored?	This will be monitored on a monthly basis at the SEND Improvement Board through the lifetime of the programme
How frequently will intended outcomes be evaluated?	
Who will be responsible for monitoring and evaluation?	
How will you use the monitoring and evaluation results?	

## Stage 6 - Publication

Worcestershire County Council requires all assessments to be published on our website. Please send a copy of this assessment to the Corporate Equality and Diversity Team for publication.

	Signature	Date
<b>Completing Officer:</b>		18/02/2019
<b>Lead Officer:</b>	Nick Wilson	19/02/2019
<b>Service Manager:</b>		Click here to enter a date.