

APPENDIX 1 a

EIA STAGE 1 – SCREENING TOOL (initial assessment)

The purpose of this screening tool is to help you consider the potential impact of your proposal at an early stage.

Please give details of your service/lead officer then complete sections 1-3:

- 1) What is your proposal?
- 2) What level of impact do you think your proposal will have?
- 3) How are you using advice and evidence/intelligence to help you?

You will then receive your stage 1 assessment score and advice on what to do what next.

| | |
|--|---|
| Directorate: | Senior Officer responsible for policy/service: |
| Children and Young People | Sue Richards, Assistant Director for Early Intervention and Prevention |
| Service: | Lead Officer responsible for EIA: |
| Early Intervention & Targetted Support Service (EITSS) and Integrated Youth Support Service (IYSS) | Frances Wardley, Transformation Team |
| Specific Service Area/Policy: | Date of EIA (Stage 1): |
| Early Help Hubs | 31 August 2016 (replaces previous EIAs EPS3 and EPS4 published 26 October 2015) |

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| 1) WHAT IS YOUR PROPOSAL? | Please select YES or NO |
|---|----------------------------|
| To introduce a service, activity or policy (i.e. start doing something) | NO |
| To remove a service, activity or policy (i.e. stop doing something) | YES |
| To reduce a service or activity (i.e. do less of something) | YES |
| To increase a service or activity (i.e. do more of something) | NO |
| To change a service, activity or policy (i.e. redesign it) | YES |
| To start charging for (or increase the charge for) a service or activity (i.e. ask people to pay for or to pay more for something) | YES |
| <p>Please briefly outline your proposal and the overall aims/purpose of making this change:</p> | |
| <p>The Council is seeking to reshape the current service offer of the Early Intervention and Targeted Support Service (EITSS) and Integrated Youth Support Service (IYSS) into an Integrated EARLY HELP OFFER. The Early Help Offer aims to identify needs within vulnerable families at an early stage and provide support and intervention before problems escalate. The Council needs to do this in the context of significant budget reductions, and so it is proposed to change the functions of children’s centres and youth centre buildings, and to close some sites. Early Help will be delivered through area based working and in partnership with a wide range of other agencies. The proposed model emphasises the council’s role in building capacity in communities and through partners such as schools.</p> | |

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| 2) WHAT LEVEL OF IMPACT DO YOU THINK YOUR PROPOSAL WILL HAVE ON... | | Level of Impact |
|--|--|---|
| | | Please select from drop down |
| Kirklees employees within this service/directorate? (overall) | | Negative |
| Kirklees residents living in a specific ward/local area? | | Neutral |
| Please tell us which area/ward will be affected: | | All wards will be affected but not all residents. |
| Residents across Kirklees? (i.e. most/all local people) | | Neutral |
| Existing service users ? | | Negative |
| Each of the following protected characteristic groups ? | | Please select from drop down |
| <i>(Think about how your proposal might affect, either positively or negatively, any individuals/communities. Please consider the impact for both employees and residents - within these protected characteristic groups).</i> | | |
| ...age | What impact is there on Kirklees employees /internal working practices? | Not Known |
| | What impact is there on Kirklees residents /external service delivery? | Negative |
| ...disability | What impact is there on Kirklees employees /internal working practices? | Not Known |
| | What impact is there on Kirklees residents /external service delivery? | Negative |
| ...gender reassignment | What impact is there on Kirklees employees /internal working practices? | Neutral |
| | What impact is there on Kirklees residents /external service delivery? | Neutral |
| ...marriage/ civil partnership | What impact is there on Kirklees employees /internal working practices? | Neutral |
| | What impact is there on Kirklees residents /external service delivery? | Neutral |
| ...pregnancy & maternity | What impact is there on Kirklees employees /internal working practices? | Not Known |
| | What impact is there on Kirklees residents /external service delivery? | Negative |
| ...race | What impact is there on Kirklees employees /internal working practices? | Not Known |
| | What impact is there on Kirklees residents /external service delivery? | Negative |
| ...religion & belief | What impact is there on Kirklees employees /internal working practices? | Not Known |
| | What impact is there on Kirklees residents /external service delivery? | Negative |
| ...SEX | What impact is there on Kirklees employees /internal working practices? | Negative |
| | What impact is there on Kirklees residents /external service delivery? | Negative |
| ...sexual orientation | What impact is there on Kirklees employees /internal working practices? | Neutral |
| | What impact is there on Kirklees residents /external service delivery? | Negative |

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| 3) HOW ARE YOU USING ADVICE AND EVIDENCE/INTELLIGENCE TO HELP YOU? | | Please select YES or NO |
|---|---|-------------------------------------|
| Have you taken any specialist advice linked to your proposal? (Legal, HR etc)? | | YES |
| Do you have any evidence/intelligence to support your assessment (in section 2) of the impact of your proposal on... | ...employees? | YES |
| | ...Kirklees residents? | YES |
| | ...service users? | YES |
| | ...any protected characteristic groups? | YES |
| Please list your evidence/intelligence here [you can include hyperlinks to files/research/websites]: | | |
| Kirklees Observatory http://observatory.kirklees.gov.uk/ Stage 1 Early Help engagement results https://www.kirklees.gov.uk/involve/entry.aspx?id=842 Children's Centres user data 2014/15 and 2015/16 Youth Zone & Duke of Edinburgh Award reach & participation 2015/16 | | |
| | | Please select from drop down |
| To what extent do you feel you are able to mitigate any potential negative impact of your proposal on the different groups of people outlined in section 2? | | TO SOME EXTENT |
| To what extent do you feel you have considered your Public Sector Equality Duty? | | TO SOME EXTENT |

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STAGE 1 ASSESSMENT

| IMPACT | RISK |
|----------------------------------|----------------------------------|
| Based on scoring of 1) and 2) | Based on scoring of 2) and 3) |
| -18 | 0 |

You need to move on to complete a Stage 2 assessment if:
The final Impact score is negative and/or the Risk score is negative.

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