

Equality Impact Assessment (EIA) Tool

Document Control

Control Details:	
Title of EIA/ Decision (DDM):	Relocating HHELC to the NGY building on Castlegate, as a permanent site
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Contributors/Reviewers (Anyone who has contributed to this document to be named)

Name	Title role	Date
Rosey Donovan	Equality and Employment Consultant	18/06/2024

Glossary of Terms

Term	Description
LA	Local Authority
HHELC	Hospital Home Education & Learning Centre
NEST	Nottingham Education Sanctuary Team
NCC	Nottingham City Council
MMW	Maid Marian Way
SEND	Special Educational Needs & Disabilities

Section 1 – Equality Impact (NCC staff/ Service users/ Citizen/ Community impact)

1. a. Brief description of proposal/ policy/ service to be assessed

Hospital Home Education Learning Centre (HHELC) is a council run Pupil Referral Unit. HHELC runs as a multisite provision providing education for children who are unable to attend school for health or other reasons, including those who have been hospitalised, at the city’s two main hospitals and psychiatric satellite sites.

In recent years, as HHELC has adapted and grown to meet the needs of the City and the Council’s statutory duties, it is vital that they secure a suitable permanent site. Local Authorities (LA’s) are responsible under Section 19 of the Education Act 1996 [Education Act 1996 \(legislation.gov.uk\)](http://legislation.gov.uk) and Equality Act 2010 [Equality Act 2010 \(legislation.gov.uk\)](http://legislation.gov.uk) for arranging suitable full-time education for children who because of illness or other reasons would not receive suitable education without such provision. Nottingham City Council fulfils this statutory duty through HHELC. These vulnerable young people have significant and complex anxiety and mental health challenges and there is a growing need within the city.

Two other significant pathways/provisions run by HHELC, which are the subject of this proposal, are temporarily located at Castle Road / Maid Marian Way – one, the ‘Secondary Pathway’ offering provision for children and young people with mental health issues, and the other is the ‘Nottingham Education Sanctuary Team’ (NEST). These two pathways accommodate approximately 120 pupils in total in the existing building and which can also be accommodated in the new proposed building.

- (i) **Secondary Pathways** is a small group provision for students aged 11-16 who have significant school-based anxiety. The aim is to support the young people back into full-time education, college courses, apprenticeships or other provisions suitable to their needs. Students follow bespoke timetables with allowances made for any identified needs, such as movement breaks, timeout and specialist equipment.
- (ii) **NEST** is a specialist full-time educational provision for 15-19 year old newly arrived asylum seekers and refugees who are new to English, many have no previous formal educational experience and no literacy in first

language. The curriculum selected for the students is based on a comprehensive initial assessment and tailored to their individual learning needs.

For various reasons, outlined further in the report, HHELC have been based in temporary accommodation for many years and are currently temporarily located at Castle Road / Maid Marian Way (MMW). A permanent base for this vital service is now required. The newly vacant, Council owned NGY building on Castle Gate has been identified as a suitable permanent site for HHELC.

To confirm that this is a viable proposal, High Needs capital funding approval is required to enable a contractor to assess and undertake the adaptations required for HHELC to secure the 'NGY building' at 29/31 Castlegate, Nottingham NG1 7AR, as a permanent site.

1. b. Information used to analyse the equalities implications

The location, size, layout and design of the NGY building would provide an ideal permanent base for this service. The young people who attend the HHELC provision live all over the city therefore a city centre site is ideal in terms of accessibility and shorter travel times, with it being one bus ride for most pupils. Longer travel times would be a further barrier for the pupils attending, many who have significant and complex anxiety and mental health challenges. Independently travelling in on public transport to an easily accessible central location is a vital part of these pupils' development. While based at Castle Road, the service has seen a large increase in the pupils independently travelling to school, which is huge progress for many.

A city centre location also supports with limiting the LA's transport costs, which we must legally fund for pupils living 3+ miles away or for some pupils who live closer if they have a significant Special Educational Need which qualifies for funded transport, of which many of these pupils do.

The design and layout of the building over 4/5 floors would actually work well for the service, allowing them to separate areas for delivery to different vulnerable groups with varying challenges. Effective use of the multiple smaller spaces would enable the service to support pupils' social, emotional and education needs, while working to re-integrate those young people with anxiety and mental health related issues. The space and existing facilities, will also enable HHELC to offer a wider Preparation for Adulthood curriculum. The adaptations required to the building include repairs and redecoration, modifications to create suitable learning spaces and a science laboratory and removal of some fixtures and fittings.

Risks of not investing the funds to improve and adapt the building: we will be unable to meet the needs of the vulnerable young people using the service. Additionally, without this investment, there will be an increase in revenue costs as the

number of expensive out-of-city placements increases. Unless an alternative site is identified, which is likely to be at a significantly greater capital funding cost.

If the report is approved then contractors will be procured using the Scape Regional Framework, which is a direct award process, although it is a competitive tender to get on the framework. All of these are compliant routes for procuring works. Contractors on the SCAPE framework have key performance indicators in place to ensure they monitor local spend and involve small to medium enterprises where possible. The information is monitored by SCAPE and reviewed by the City Council Procurement team.

1. c. Who will be affected and how?

Impact type (NCC staff/ Service users/ Citizens/ Community)	Equality group/ individual	Positive X	Negative X	None X	Reasons for your assessment (Including evidence)	Details of mitigation/ actions taken to advance equality	Details of any arrangements for future monitoring of equality impact (Including any action plans)
Pupils	People from different ethnic groups	X			The provision serves a diverse community from across the city. The NEST provision is for 15-19 year old newly arrived asylum seekers and refugees who are new to English, many have no previous formal educational experience and no literacy in first language. The curriculum selected for the students is based on a comprehensive initial assessment and tailored to their individual learning needs. One of the		

					core aims is to prepare them to achieve qualifications at Entry Levels in Functional Skills Maths, Functional Skills ICT and English in the form of ESOL Skills for Life. .		
	Men			X			
Pupils	Women			X			
	Trans			X			
Pupils	Disabled people/ carers	X			HHELC is for children and young people who, because of illness or other reasons, would not receive suitable education without such provision. Nottingham City Council fulfils this statutory duty through HHELC. This vital service helps these vulnerable young people with significant and complex anxiety and mental health challenges, to thrive, and there is a growing need within the city.		
	Pregnancy and maternity			X			
	Marriage/Civil Partnership			X			

	People of different faiths/ beliefs and those with none			x			
	Lesbian/ Gay/ Bisexual people			X			
	Older			X			
Pupils	Younger	X			Secondary aged pupils 11-16 years old		
	Care Experience (Please refer to the guidance notes for further information)			X			
Vulnerable children	Other (e.g. cohesion/ good relations, vulnerable children/ adults), socio-economic background.	X			Supporting a diverse community for vulnerable pupils from a range of socio-economic backgrounds and with complex needs. The location, size, layout and design of the NGY building would provide an ideal permanent base for this vital service, accommodating approximately 120 pupils and there is a growing need in		When the works are complete, end user feedback will be completed. As part of the benefits realisation stage of the project, post-occupancy review will be undertaken to

	<p><i>Please underline the group(s) /issue more adversely affected or which benefits.</i></p>				<p>the city. The young people who attend the HHELC provision live all over the city therefore a city centre site is ideal in terms of accessibility and shorter travel times, with it being one bus ride for most pupils. Longer travel times would be a further barrier for the pupils attending, many who have significant and complex anxiety and mental health challenges. Independently travelling in on public transport to an easily accessible central location is a vital part of these pupils' development. While based at Castle Road, the service has seen a large increase in the pupils independently travelling to school, which is huge progress for many.</p>		<p>ensure the project has met the aims. If any equality impacts have arisen, the EIA will be updated to reflect the impacts and mitigation and sent to the EDI team for review.</p>
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1. d. Summary of any other potential impact (including cumulative impact/ human rights implications):

Section 2 – Equality outcome

Please include summary of the actions identified to reduce disproportionate negative impact, advance equality of opportunity and foster good relations. Please pull out all of the mitigations you have identified and summarise them in this action plan

Equality Outcome	Adjustments to proposal and/or mitigating SMART actions	Lead Officer	Date for Review/ Completion	Update/ complete
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Eliminate unlawful discrimination, harassment, victimisation and any other conduct prohibited by the Equality Act 2010.	No further actions required			
Advance equality of opportunity between those who share a protected characteristic and those who don't	No further actions required			
Foster good relations between those who share a protected characteristic and those who don't	No further actions required			
(Please add other equality outcomes as required – e.g. mitigate adverse impact identified for people with a disability)	No further actions required			

Please note: All actions will need to be uploaded onto Pentana

Section 3 – Approval and publishing

<p>The assessment must be approved by the manager responsible for the service /proposal. Approving Manager details (name, role, contact details):</p>	<p>Date sent for advice:</p>
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Approving Manager Signature: Jen Hardy Interim Head of Access to Learning	Date of final approval: 19.6.24
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For further information and guidance, please visit the [Equality Impact Assessment Intranet Pages](#)
Alternatively, you can contact the Equality and Employability Team by telephone on 0115 876 2747

Send document or link for advice and/ or publishing to: edi@nottinghamcity.gov.uk

PLEASE NOTE: FINAL VERSION MUST BE SENT TO EQUALITIES OTHERWISE RECORDS WILL REMAIN INCOMPLETE.