

Cabinet

EQUALITIES IMPACT ASSESSMENTS

5 March 2012

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Equality Impact Assessment Initial Screening Tool with Guidance

This document has been produced to help you assess the likelihood of impacts on equality groups – including where people are represented in more than one strand – with regard to your new or proposed policy, strategy, function, project or activity. It has been designed to complement the e-learning tool for Equalities Impact Assessments and to help with your business planning process, as well as to ensure that your policy/project does not incur a delay due to lack of equalities consideration.

Initial Screening Equality Impact Assessment Tool

Section 01	Details of Initial Equalities Impact Screening Assessment			
Financial Year and Quarter	2011/12, quarter 4			
Name of policy, strategy, function, project, activity, or programme	NATIONAL NON-DOMESTIC RATES – WRITE OFFS Statutory process in accordance with Local Government Finance Act 1988			
Q1 What are you looking to achieve?	This report seeks approval to write off three National Non-Domestic Rate debts in excess of £100,000, in accordance with the council’s financial regulations			
Q2 Who in the main will benefit?	No Beneficiaries			
	Race	N/A	L	This report will not have an impact on Race, Disability, Gender, Age, Sexual Orientation or Religion/Belief
	Disability	N/A	L	
	Gender	N/A	L	
	Age	N/A	L	
	Sexual Orientation	N/A	L	
	Religion/b	N/A	L	

	elief (including non- belief)			
<p>Will it affect Human Rights, as defined by the Human Rights Act 1998? (Note: Human Rights will not be relevant in every case but must be considered. If unsure, seek advice from the Opportunities Manager)</p> <p>N/A</p>				
<p>Q3 Does the policy, strategy, function, project, activity, or programme make a positive contribution to equalities?</p>	N/A			
<p>Q4 Does the policy, strategy, function, project, activity, or programme actually or potentially contribute to or hinder equality of opportunity, and/or adversely impact human rights?</p>	No			

Initial Screening Equality Impact Analysis Tool

Section 01	Details of Initial Equality Impact Screening Analysis			
Financial Year and Quarter	2011/12 4 th Quarter			
Name of policy, strategy, function, project, activity, or programme	<p>APPROVAL TO AWARD TERM CONTRACT FOR PUBLIC LIGHTING AND ANCILLARY WORKS 2012-2015 (NEW)</p> <p>This is a new report prepared by ESD to recommend to Cabinet the award of the above contract to the most economically advantageous tender as detailed in the Cabinet Report.</p>			
Q1 What are you looking to achieve?	The aim is to get approval to award the above contract to the Contractor as described in the report.			
Q2 Who in the main will benefit?	The main people to benefit from this new contract shall be residents.			
	Age	The Contractor shall comply with the Equality Act 2010.	L	Neutral
	Disability	The physical nature of the works required under this contract demands that all operatives be fully fit and not have any of their senses or movement impaired. Unfortunately this does preclude someone who is registered disabled from playing an active role within a street lighting team. This is the reasoning for a negative assessment Recruitment for office, managerial and non-physical positions are open to anybody suitably qualified for the task hand under the contractors requirements under the Equality Act 2010. This is the reasoning for a neutral assessment	M	Neutral & Negative
	Gender reassignment	The Contractor shall comply with the Equality Act 2010.	L	Neutral
	Marriage and Civil Partnership	The Contractor shall comply with the Equality Act 2010.	L	Neutral
	Pregnancy and maternity	The Contractor shall comply with the Equality Act 2010.	L	Neutral
	Race	The Contractor shall comply with the Equality Act 2010.	L	Neutral
	Religion/belief	The Contractor shall comply with the Equality Act 2010.	L	Neutral
	Sex	The Contractor shall comply with the Equality Act 2010.	L	Neutral
	Sexual Orientation	The Contractor shall comply with the Equality Act 2010.	L	Neutral

	<p>Human Rights and Children's Rights</p> <p>Will it affect Human Rights, as defined by the Human Rights Act 1998? NO</p> <p>Will it affect Children's Rights, as defined by the UNCRC (1992)? NO</p>
<p>Q3 Does the policy, strategy, function, project, activity, or programme make a positive contribution to equalities?</p>	N/A
<p>Q4 Does the policy, strategy, function, project, activity, or programme actually or potentially contribute to or hinder equality of opportunity, and/or adversely impact human rights?</p>	NO

Equality Impact Assessment Initial Screening Tool with Guidance

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Initial Screening Equality Impact Assessment Tool

Section 01	Details of Initial Equalities Impact Screening Assessment
Financial Year and Quarter	2012/13 Quarter 2
Name of policy, strategy, function, project, activity, or programme	Earls Court Olympic Volleyball – Local Area Traffic Management and Parking Plan (LATMP)
Q1 What are you looking to achieve?	<p>This report summarises the draft Traffic Management and Parking Plan (LATMP) prepared by LOCOG, in consultation with borough officers to facilitate the Olympic Volleyball competition to be held at Earls Court between 28 July 2012 and 12 August 2012.</p> <p>The borough, as highway authority, is the sole authority with the necessary power to carry out essential elements of the LATMP and given its experience with managing the highway interface at large sporting events (Queens Club Tennis, Boat Race and three football clubs) is the best placed to carry out other key elements of the LATMP, as detailed in this report.</p> <p>LILLIE ROAD CLOSURE – The borough shall supply and maintain the infrastructure required to facilitate the closure (signs and cones). In addition the borough shall be installing, maintaining and removing all necessary signage to advise of the closure and the diversion routes. The borough shall also prepare and advertise the necessary traffic regulation orders to allow a legal closure of the road.</p>

	<p>CPZ AMENDMENTS – The borough shall install, maintain and remove all signage to indicate the change in restrictions to CPZ D and F. The borough shall also make the necessary amendments to the ticket machines in the two zones and prepare and advertise the necessary traffic regulation orders. The borough shall further provide the additional enforcement services to cover the additional hours and days the restrictions are in place.</p> <p>TEMPORARY ONE WAY SYSTEM – The borough shall install, maintain and remove all signage required for the temporary one way system alongside all temporary lining and parking suspensions. In addition the borough will carry out limited enabling work which includes dropped kerbs and amendments to the existing width restrictions on Seddlescombe Road and Ongar Road.</p>																												
<p>Q2 Who in the main will benefit?</p>	<p>Consider the impact across the seven strands, including where people or groups are represented in more than one strand. Use this to determine whether your policy, strategy, function, project, activity, or programme, or programme is positive, neutral or negative, and of high, medium, or low relevance to equality. (Refer to guidance)</p> <table border="1" data-bbox="589 727 2042 1331"> <tr> <td>Race</td> <td>+</td> <td>L</td> <td>no impact</td> </tr> <tr> <td>Disability</td> <td>+</td> <td>M</td> <td>Mobility impaired travellers will benefit from the package of programmes to support objective 5 increasing access to transport opportunities.</td> </tr> <tr> <td>Gender</td> <td>+</td> <td>L</td> <td>Women tend to have lower access to the private car than men and will benefit from improvements to public transport.</td> </tr> <tr> <td>Age</td> <td>+</td> <td>L</td> <td>Young and old road users will benefit from tailored packages of interventions that assist them in making the most of the available transport opportunities in the borough.</td> </tr> <tr> <td>Sexual Orientation</td> <td>+</td> <td>L</td> <td>No impact</td> </tr> <tr> <td>Religion/belief (including non-belief)</td> <td>+</td> <td>L</td> <td>No impact</td> </tr> <tr> <td>Socio-Economic</td> <td>+</td> <td>L</td> <td>Improved transport opportunities timings will benefit those who are not able to afford private transport.</td> </tr> </table> <p>Will it affect Human Rights, as defined by the Human Rights Act 1998? (Note: Human Rights will not be relevant in every case but must be considered. If unsure, seek advice from the Opportunities Manager)</p>	Race	+	L	no impact	Disability	+	M	Mobility impaired travellers will benefit from the package of programmes to support objective 5 increasing access to transport opportunities.	Gender	+	L	Women tend to have lower access to the private car than men and will benefit from improvements to public transport.	Age	+	L	Young and old road users will benefit from tailored packages of interventions that assist them in making the most of the available transport opportunities in the borough.	Sexual Orientation	+	L	No impact	Religion/belief (including non-belief)	+	L	No impact	Socio-Economic	+	L	Improved transport opportunities timings will benefit those who are not able to afford private transport.
Race	+	L	no impact																										
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Religion/belief (including non-belief)	+	L	No impact																										
Socio-Economic	+	L	Improved transport opportunities timings will benefit those who are not able to afford private transport.																										

	No
Q3 Does the policy, strategy, function, project, activity, or programme make a positive contribution to equalities?	Yes The enabling works improve access for those spectators to the Volleyball competition at earls Court with mobility imparements.
Q4 Does the policy, strategy, function, project, activity, or programme actually or potentially contribute to or hinder equality of opportunity, and/or adversely impact human rights?	No

Initial Screening Equality Impact Assessment Guidance

Section 01	Details of Initial Equalities Impact Screening Assessment
<p>Name of policy, strategy, function, project, activity, or programme</p>	<p>A Policy refers to an approved decision, principle plan or a set of procedures by Cabinet, or a Cabinet Member under delegated powers that affects the way that the Council conducts its business both internally and externally. A policy can include: strategies, guides, manuals and common practice.</p> <p>A Strategy refers to a systematic short term or a long term plan of action that is designed to achieve a specific business benefit or goal(s).</p> <p>A Function refers to any actions and/or activities designed to achieve a specific business benefit or goal.</p> <p>A Project defines how a temporary structure or scheme can achieve a specific business benefit or goal(s). A project can be implemented by setting up aims and objectives, resources, communication, budget needs and timelines.</p> <p>An Activity is a specific task (or a groups of tasks) which can also form as part of a 'function'.</p> <p>A Programme is a portfolio of activities and projects that are co-ordinated and managed as a unit such that they realise common outcomes and benefits.</p>
<p>Q1 What are you looking to achieve?</p>	<p>For example this might help to implement outcomes identified in policies such as the Single Equality Scheme, Disability Equality Scheme, other EIAs in your service department, or in another department that your service/service users also interact with and draw down services from, Corporate Plan, LAA Targets, CAA Aims, UDP, or JSNA.</p>
<p>Q2 Who in the main will benefit?</p>	<p>Consider the impact across the seven strands:</p> <ul style="list-style-type: none"> ▪ Race (including colour, nationality, ethnic or national origins) ▪ Gender (including pregnancy and maternity, gender reassignment) ▪ Disability (including mobility and sensory impairments, people with life-limiting illness) ▪ Age (including children and young people, and older people) ▪ Sexual Orientation (heterosexual, homosexual, bisexual people) ▪ Religion / belief (including non-belief) ▪ Disadvantage arising from socio-economic status

Additionally, demonstrate here that the impact on **human rights** arising from the policy, strategy, function, project, activity, or programme, has been considered (see below for list of rights).

Race Equality Duty

Requires due regard to the need to:

- Eliminate unlawful racial discrimination;
- Promote equal opportunities; and
- Promote good relations between people from different ethnic groups.

Public authorities are expected to have 'due regard' to the three parts of the duty to promote race equality. This means that the weight given to race equality should be proportionate to its relevance to a particular function. This may mean giving greater consideration and resources to functions or policies that have the most effect on the public or employees. Relevance is about how much a function affects people, as members of the public or as employees of the authority. For example, a local authority may decide that race equality is more relevant to raising educational standards than to its work on highway maintenance. Note also that 'due regard' does not mean that race equality is less important when the ethnic minority population is small.

Gender Equality Duty

Requires due regard to the need to:

- Eliminate unlawful sex discrimination and harassment (including for transsexual people); and
- Promote equality of opportunity between men and women

Public authorities are expected to have 'due regard' to the two parts of the duty to promote gender equality. As above, the weight given to race, disability, or gender equality needs to be in proportion to its relevance. In practice this means that in order to meet the duties, public bodies will need to prioritise action to address the most significant areas of race, disability, gender inequality in their remit and focus their efforts where they can have most impact.

Disability Equality Duty

Requires due regard to the need to:

- Promote equality of opportunity between disabled persons and other persons;
- Eliminate discrimination that is unlawful under the Act;
- Eliminate harassment of disabled persons that is related to their disabilities;
- Promote positive attitudes towards disabled persons;
- Encourage participation by disabled persons in public life; and
- Take steps to take account of disabled persons' disabilities, even where that involves treating disabled persons more favourably than other persons

Public authorities are expected to have 'due regard' to the six parts of the duty to promote disability equality. As above, the weight given to race, disability, or gender equality needs to be in proportion to its relevance. In practice this means that in order to meet the duties, public bodies will need to prioritise action to address the most significant areas of race, disability, gender inequality in their remit and focus their efforts where they can have most impact.

Age

The Council's Age Equality Scheme sets out LBHF's commitment to age equality for people of all ages, including children and younger people and older people, across employment and service delivery. The Employment Equality (Age) Regulations 2006 make it unlawful to discriminate on the grounds of age in the areas of employment and vocational training and apply to employees, independent contractors and contracted workers. Age discrimination law does not currently apply to goods and services, though human rights law may give some protection in these areas. If you are unsure whether this applies, contact the Opportunities Manager.

Sexual Orientation

The Equality Act (Sexual Orientation) Regulations 2007 prohibit discrimination on the grounds of sexual orientation in the provision of goods, facilities and services, in education and in the exercise of public functions. The Regulations make it unlawful to:

- Refuse to provide goods, facilities and services on grounds of sexual orientation;
- Provide goods, facilities and services of a different quality on grounds of sexual orientation;
- Provide goods, facilities and services in a different manner on grounds of sexual orientation; and
- Provide goods, facilities and services on different terms on grounds of sexual orientation.

The Regulations also apply to pupil admissions and access to education services.

Religion / Belief (inc. non-belief)

The Equality Act 2006 makes it unlawful (subject to certain exemptions) to discriminate on the grounds of religion or belief (including non-belief) in the following areas:

- The provision of goods, facilities and services;
- The disposal and management of premises;
- Education; and
- The exercise of public functions.

In addition, legislation implementing the European Union's Equality Framework Directive 2000 came into force in December 2003, making it unlawful to discriminate against anyone directly or indirectly on the grounds of faith.

Socio-Economic

For LBHF, the relationship between socio-economic status and other equality strands and impacts underpins our creation of a Borough of Opportunity for All. It means understanding the relationship between these characteristics and socio-economic disadvantage and the experience of other vulnerable groups when considering the impacts of our policies and so forth. The duty to consider socio-economic disadvantage will be placed on public bodies when taking decisions of a strategic nature on how to exercise its functions, and will come into force in April 2011 under the Equality Act 2010 (the main provisions of which come into force in October 2010). We will be required to have due regard to the desirability of exercising our functions in a way that is designed to reduce the inequalities of outcome which result from socio-economic disadvantage.

Reasoning/Comment (inc N/A)

In this section you should outline your reasoning behind your scores of low/medium/high, and use this section when a particular equality strand may not be relevant.

Human Rights

Public authorities have an obligation to act in accordance with the European Convention on Human Rights. These are:

- [Right to life](#)
- [Freedom from torture and inhuman or degrading treatment](#)
- [Right to liberty and security](#)
- [Freedom from slavery and forced labour](#)
- [Right to a fair trial](#)
- [No punishment without law](#)
- [Respect for your private and family life, home and correspondence](#)
- [Freedom of thought, belief and religion](#)
- [Freedom of expression](#)
- [Freedom of assembly and association](#)
- [Right to marry and start a family](#)
- [Protection from discrimination in respect of these these rights and freedoms](#)
- [Right to peaceful enjoyment of your property](#)

	<ul style="list-style-type: none"> • Right to education • Right to participate in free elections <p>Each of the above links takes you to explanations and examples provided by the EHRC. Further, the EHRC and the Ministry of Justice both provide guides for public authorities.</p> <p>Use your reasoning in order to determine whether the impact will be high, medium or low. What do we mean by these terms?:</p> <p>High</p> <ul style="list-style-type: none"> ▪ The policy, strategy, function, project, activity, or programme is relevant to all or most parts of the general duty, and/or to human rights ▪ There is substantial or a fair amount of evidence that some groups are (or could be) differently affected by it ▪ There is substantial or a fair amount of public concern about it <p>Medium</p> <ul style="list-style-type: none"> ▪ The policy, strategy, function, project, activity, or programme is relevant to most parts of the general duty, and/or to human rights ▪ There is some evidence that some groups are (or could be) differently affected by it ▪ There is some public concern about it <p>Low</p> <ul style="list-style-type: none"> ▪ The policy, strategy, function, project, activity, or programme is not generally relevant to most parts of the general duty, and/or to human rights ▪ There is little evidence that some groups are (or could be) differently affected by it ▪ There is little public concern about it
<p>Q3 Does the policy, strategy, function, project, activity, or programme make a positive contribution to equalities?</p>	<p>Yes/No</p> <p>If the answer here is 'yes', use your evidence from Q2 to state why</p>
<p>Q4</p>	<p>Yes/No</p>

Does the policy, strategy, function, project, activity, or programme actually or potentially contribute to or hinder equality of opportunity and/or human rights?	If the answer here is 'yes', then it is necessary to go ahead with an Equality Impact Assessment (see further down this document). Your reasoning behind Q2 will help you determine this.
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Initial Screening Equality Impact Assessment Tool

Section 01	Details of Initial Equalities Impact Screening Assessment
Financial Year and Quarter	2012/13 Quarter 1
Name of policy, strategy, function, project, activity, or programme	Integrated transport investment programme 2012/13
Q1 What are you looking to achieve?	<p>All London boroughs have a statutory requirement to produce a LIP2 which shows how they intend to implement the Mayors Transport Strategy in their area. The six goals of MTS are;</p> <ul style="list-style-type: none"> • Support economic development and population growth • Enhance the quality of life for all Londoners • Improve the safety and security of all Londoners • Improve transport opportunities for all Londoners • Reduce transport’s contribution to climate change and improve its resilience • Support delivery of the London 2012 Olympic and Paralympic Games and its legacy <p>The seven borough transport objectives are;</p> <ol style="list-style-type: none"> 1. To support sustainable population and employment growth in the five regeneration areas - White City, Earl’s Court/West Kensington, Hammersmith Town Centre, Fulham Riverside and Old Oak Common.

2. To improve the efficiency of our road network.
3. To improve the quality of our streets.
4. To improve air quality in the borough.
5. To make it easier for everyone to gain access to transport opportunities.
6. To support residents and businesses by controlling parking spaces fairly.
7. To reduce the number of people injured and killed on our streets.

Target no.	objective	target	baseline	2014 target	2031 target (indicative)
1a.	1,2,4	Walking mode share % of residents trips by main mode	37%	37.5%	40%
1b.	1,2,4	Cycling mode share % of residents trips by main mode	4%	4.5%	7%
2.	2	Bus service reliability average excess wait time for high frequency services (mins)	1.1	1.2	1.0
3.	2,3,5	Asset condition % of the Borough Principal Road Network with a UKPMS score greater than 70.	8%	8%	0%
4a.	7	Road casualties Number of KSI (3 year rolling average)	110	99	51
4b.	7	Road casualties Number of	1195	1074	558

			all casualties per billion vehicle kilometres (3 year rolling average)			
	5.	2,3,4	CO² emissions Kilotonnes (kt) emanating from ground-based transport per year	155	130	85 (2025)
	6.	2.	Local bus performance Fulham Palace Road and Goldhawk Road	tbc	tbc	tbc
	7.	1,2,4	The school run % of school trips made on foot or by bike	45%	52%	70%
Q2 Who in the main will benefit?	Consider the impact across the seven strands, including where people or groups are represented in more than one strand. Use this to determine whether your policy, strategy, function, project, activity, or programme, or programme is positive, neutral or negative, and of high, medium, or low relevance to equality. (Refer to guidance)					
	Race	+	L	There is some evidence that road casualty rates differ according to race. The package of smarter travel initiatives promoted is tailored to the race profile of the borough and its road casualty performance.		
	Disability	+	M	Mobility impaired travellers will benefit from the package of programmes to support objective 5 increasing access to transport opportunities.		
	Gender	+	L	Women tend to have lower access to the private car than men and will benefit from improvements to public transport.		
	Age	+	L	Young and old road users will benefit from tailored packages of interventions that assist them in making the most of the available transport opportunities in the borough.		
	Sexual Orientation	+	L	No impact		
	Religion/belief (including	+	L	No impact		

	non-belief)			
	Socio-Economic	+	L	Improved transport opportunities timings will benefit those who are not able to afford private transport.
	<p>Will it affect Human Rights, as defined by the Human Rights Act 1998? (Note: Human Rights will not be relevant in every case but must be considered. If unsure, seek advice from the Opportunities Manager)</p> <p>No</p>			
<p>Q3 Does the policy, strategy, function, project, activity, or programme make a positive contribution to equalities?</p>	<p>Yes</p> <p>The objectives and targets supported by the 2011/12 programme of investment seek to improve the availability and efficiency of all transport modes to all users in the borough.</p>			
<p>Q4 Does the policy, strategy, function, project, activity, or programme actually or potentially contribute to or hinder equality of opportunity, and/or adversely impact human rights?</p>	<p>No</p>			

Initial Screening Equality Impact Assessment Guidance

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<p>Name of policy, strategy, function, project, activity, or programme</p>	<p>A Policy refers to an approved decision, principle plan or a set of procedures by Cabinet, or a Cabinet Member under delegated powers that affects the way that the Council conducts its business both internally and externally. A policy can include: strategies, guides, manuals and common practice.</p> <p>A Strategy refers to a systematic short term or a long term plan of action that is designed to achieve a specific business benefit or goal(s).</p> <p>A Function refers to any actions and/or activities designed to achieve a specific business benefit or goal.</p> <p>A Project defines how a temporary structure or scheme can achieve a specific business benefit or goal(s). A project can be implemented by setting up aims and objectives, resources, communication, budget needs and timelines.</p> <p>An Activity is a specific task (or a groups of tasks) which can also form as part of a 'function'.</p> <p>A Programme is a portfolio of activities and projects that are co-ordinated and managed as a unit such that they realise common outcomes and benefits.</p>
<p>Q1 What are you looking to achieve?</p>	<p>For example this might help to implement outcomes identified in policies such as the Single Equality Scheme, Disability Equality Scheme, other EIAs in your service department, or in another department that your service/service users also interact with and draw down services from, Corporate Plan, LAA Targets, CAA Aims, UDP, or JSNA.</p>
<p>Q2 Who in the main will benefit?</p>	<p>Consider the impact across the seven strands:</p> <ul style="list-style-type: none"> ▪ Race (including colour, nationality, ethnic or national origins) ▪ Gender (including pregnancy and maternity, gender reassignment) ▪ Disability (including mobility and sensory impairments, people with life-limiting illness) ▪ Age (including children and young people, and older people) ▪ Sexual Orientation (heterosexual, homosexual, bisexual people) ▪ Religion / belief (including non-belief)

- Disadvantage arising from socio-economic status

Additionally, demonstrate here that the impact on **human rights** arising from the policy, strategy, function, project, activity, or programme, has been considered (see below for list of rights).

Race Equality Duty

Requires due regard to the need to:

- Eliminate unlawful racial discrimination;
- Promote equal opportunities; and
- Promote good relations between people from different ethnic groups.

Public authorities are expected to have 'due regard' to the three parts of the duty to promote race equality. This means that the weight given to race equality should be proportionate to its relevance to a particular function. This may mean giving greater consideration and resources to functions or policies that have the most effect on the public or employees. Relevance is about how much a function affects people, as members of the public or as employees of the authority. For example, a local authority may decide that race equality is more relevant to raising educational standards than to its work on highway maintenance. Note also that 'due regard' does not mean that race equality is less important when the ethnic minority population is small.

Gender Equality Duty

Requires due regard to the need to:

- Eliminate unlawful sex discrimination and harassment (including for transsexual people); and
- Promote equality of opportunity between men and women

Public authorities are expected to have 'due regard' to the two parts of the duty to promote gender equality. As above, the weight given to race, disability, or gender equality needs to be in proportion to its relevance. In practice this means that in order to meet the duties, public bodies will need to prioritise action to address the most significant areas of race, disability, gender inequality in their remit and focus their efforts where they can have most impact.

Disability Equality Duty

Requires due regard to the need to:

- Promote equality of opportunity between disabled persons and other persons;
- Eliminate discrimination that is unlawful under the Act;
- Eliminate harassment of disabled persons that is related to their disabilities;
- Promote positive attitudes towards disabled persons;
- Encourage participation by disabled persons in public life; and
- Take steps to take account of disabled persons' disabilities, even where that involves treating

disabled persons more favourably than other persons
Public authorities are expected to have 'due regard' to the six parts of the duty to promote disability equality. As above, the weight given to race, disability, or gender equality needs to be in proportion to its relevance. In practice this means that in order to meet the duties, public bodies will need to prioritise action to address the most significant areas of race, disability, gender inequality in their remit and focus their efforts where they can have most impact.

Age

The Council's Age Equality Scheme sets out LBHF's commitment to age equality for people of all ages, including children and younger people and older people, across employment and service delivery. The Employment Equality (Age) Regulations 2006 make it unlawful to discriminate on the grounds of age in the areas of employment and vocational training and apply to employees, independent contractors and contracted workers. Age discrimination law does not currently apply to goods and services, though human rights law may give some protection in these areas. If you are unsure whether this applies, contact the Opportunities Manager.

Sexual Orientation

The Equality Act (Sexual Orientation) Regulations 2007 prohibit discrimination on the grounds of sexual orientation in the provision of goods, facilities and services, in education and in the exercise of public functions. The Regulations make it unlawful to:

- Refuse to provide goods, facilities and services on grounds of sexual orientation;
- Provide goods, facilities and services of a different quality on grounds of sexual orientation;
- Provide goods, facilities and services in a different manner on grounds of sexual orientation; and
- Provide goods, facilities and services on different terms on grounds of sexual orientation.

The Regulations also apply to pupil admissions and access to education services.

Religion / Belief (inc. non-belief)

The Equality Act 2006 makes it unlawful (subject to certain exemptions) to discriminate on the grounds of religion or belief (including non-belief) in the following areas:

- The provision of goods, facilities and services;
- The disposal and management of premises;
- Education; and
- The exercise of public functions.

In addition, legislation implementing the European Union's Equality Framework Directive 2000 came into force in December 2003, making it unlawful to discriminate against anyone directly or indirectly on the grounds of faith.

Socio-Economic

For LBHF, the relationship between socio-economic status and other equality strands and impacts underpins our creation of a Borough of Opportunity for All. It means understanding the relationship between these characteristics and socio-economic disadvantage and the experience of other vulnerable groups when considering the impacts of our policies and so forth. The duty to consider socio-economic disadvantage will be placed on public bodies when taking decisions of a strategic nature on how to exercise its functions, and will come into force in April 2011 under the Equality Act 2010 (the main provisions of which come into force in October 2010). We will be required to have due regard to the desirability of exercising our functions in a way that is designed to reduce the inequalities of outcome which result from socio-economic disadvantage.

Reasoning/Comment (inc N/A)

In this section you should outline your reasoning behind your scores of low/medium/high, and use this section when a particular equality strand may not be relevant.

Human Rights

Public authorities have an obligation to act in accordance with the European Convention on Human Rights. These are:

- [Right to life](#)
- [Freedom from torture and inhuman or degrading treatment](#)
- [Right to liberty and security](#)
- [Freedom from slavery and forced labour](#)
- [Right to a fair trial](#)
- [No punishment without law](#)
- [Respect for your private and family life, home and correspondence](#)
- [Freedom of thought, belief and religion](#)
- [Freedom of expression](#)
- [Freedom of assembly and association](#)
- [Right to marry and start a family](#)
- [Protection from discrimination in respect of these these rights and freedoms](#)

	<ul style="list-style-type: none"> • Right to peaceful enjoyment of your property • Right to education • Right to participate in free elections <p>Each of the above links takes you to explanations and examples provided by the EHRC. Further, the EHRC and the Ministry of Justice both provide guides for public authorities.</p> <p>Use your reasoning in order to determine whether the impact will be high, medium or low. What do we mean by these terms?:</p> <p>High</p> <ul style="list-style-type: none"> ▪ The policy, strategy, function, project, activity, or programme is relevant to all or most parts of the general duty, and/or to human rights ▪ There is substantial or a fair amount of evidence that some groups are (or could be) differently affected by it ▪ There is substantial or a fair amount of public concern about it <p>Medium</p> <ul style="list-style-type: none"> ▪ The policy, strategy, function, project, activity, or programme is relevant to most parts of the general duty, and/or to human rights ▪ There is some evidence that some groups are (or could be) differently affected by it ▪ There is some public concern about it <p>Low</p> <ul style="list-style-type: none"> ▪ The policy, strategy, function, project, activity, or programme is not generally relevant to most parts of the general duty, and/or to human rights ▪ There is little evidence that some groups are (or could be) differently affected by it ▪ There is little public concern about it
<p>Q3 Does the policy, strategy, function, project, activity, or programme make a positive contribution to equalities?</p>	<p>Yes/No</p> <p>If the answer here is 'yes', use your evidence from Q2 to state why</p>

Q4 Does the policy, strategy, function, project, activity, or programme actually or potentially contribute to or hinder equality of opportunity and/or human rights?	Yes/No If the answer here is 'yes', then it is necessary to go ahead with an Equality Impact Assessment (see further down this document). Your reasoning behind Q2 will help you determine this.
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Equality Impact Analysis Full Tool with Guidance Appendix 2

Overview

This Tool has been produced to help you analyse the likelihood of impacts on the protected characteristics – including where people are represented in more than one– with regard to your new or proposed policy, strategy, function, project or activity. It has been updated to reflect the new public sector equality duty and should be used for decisions from 5th April 2011 onwards. It is designed to help you analyse decisions of high relevance to equality, and/or of high public interest.

General points

1. 'Due regard' means the regard that is appropriate in all the circumstances. In the case of controversial matters such as service closures or reductions, considerable thought will need to be given the equalities aspects.
2. Wherever appropriate, and in all cases likely to be controversial, the outcome of the EIA needs to be summarised in the Cabinet/Cabinet Member report (section 08 of this tool) and equalities issues dealt with and cross referenced as appropriate within the report.
3. Equalities duties are fertile ground for litigation and a failure to deal with them properly can result in considerable delay, expense and reputational damage.
4. Where dealing with obvious equalities issues e.g. changing services to disabled people/children, take care not to lose sight of other less obvious issues for other protected groups.

Timing, and sources of help

Case law has established that having due regard means analysing the impact, and using this to inform decisions, thus demonstrating a conscious approach and state of mind ([2008] EWHC 3158 (Admin), [here](#)). It has also established that due regard cannot be demonstrated after the decision has been taken. Your EIA should be considered at the outset and throughout the development of your proposal, through to the recommendation for decision. It should demonstrably inform, and be made available when the decision that is recommended. This tool contains guidance, and you can also access guidance from the EHRC [here](#). If you are analysing the impact of a budgetary decision, you can find EHRC guidance [here](#). Advice and guidance can be accessed from the Opportunities Manager: PEIA@lbhf.gov.uk or ext 3430.

Full Equality Impact Analysis Tool

<u>Overall Information</u>	<u>Details of Full Equality Impact Analysis</u>
<u>Financial Year and Quarter</u>	<u>2012/2013</u>
<u>Name and details of policy, strategy, function, project, activity, or programme</u>	<p>School Organisation Report</p> <p>The School Organisation Strategy is to address the inadequate capacity issues within our primary, secondary and special schools</p>
<u>Lead Officer</u>	<p><u>Name: Andy Rennison</u> <u>Position: Assistant Director of Schools Funding & Capital Programme</u> <u>Email: andy.rennison@lbhf.gov.uk</u> <u>Telephone No: 020 8753 3768</u></p>
<u>Date of completion of final EIA</u>	<u>15.02.2012</u>

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<u>Section 02</u>	<u>Scoping of Full EIA</u>
<u>Plan for completion</u>	<p><u>Timing: To be agreed at Cabinet 5th March 2012</u> <u>Resources</u> <u>Lead Officer: Andy Rennison</u></p>
<u>What is the policy, strategy, function, project, activity, or programme looking to achieve?</u>	<p>The School Organisation Strategy is to address the inadequate capacity issues within our primary, secondary and special schools.</p> <p>The objective of the School Organisation Strategy will be to meet the aspirations of parents/pupils within the borough, within a constrained financial budget. This plan is already described as part of the Council's strategy to deliver its schools of choice agenda.</p> <p>The proposal of the School Organisation Strategy has a positive impact on all the residents of Hammersmith and Fulham, with children of school age.</p>

The strands that it is intended will benefit from the strategy are:

Age	At present, Age does not apply to under 18s and so this protected characteristic is not relevant. Assessment under age-related issues is given under Children's Rights (below)	N/A	N/A																																																
Disability	<p>The strategy will be of high relevance to, and have a positive impact on disabled children, which will be delivered through the enhanced offer for children with Special Educational Needs (SEN). This will be delivered through the offer of a fully integrated primary to secondary curriculum on one site for children with autism as part of the Queensmill relocation.</p> <p>In addition to Queensmill, the SEN profile for the additional schools affected by the strategy compared to the maintained schools average has been included.</p> <table border="1"> <thead> <tr> <th>Special Educational Needs information</th> <th>Children attending maintained schools (OCTOBER 2011/12 CENSUS)</th> <th>St Stephens Primary School</th> <th>Pope John Primary School</th> <th>Sacred Heart High School</th> <th>Lady Margaret</th> <th>John Betts Primary</th> <th>Brackenbury</th> </tr> </thead> <tbody> <tr> <td>Non-SEN</td> <td>76.2%</td> <td>87.1%</td> <td>58.5%</td> <td>89.2%</td> <td>91.3%</td> <td>80.8%</td> <td>85.5%</td> </tr> <tr> <td>School Action</td> <td>13.0%</td> <td>8.7%</td> <td>27.2%</td> <td>8.9%</td> <td>4.5%</td> <td>10.4%</td> <td>10.3%</td> </tr> <tr> <td>School Action+</td> <td>7.3%</td> <td>2.3%</td> <td>13.6%</td> <td>1.3%</td> <td>1.7%</td> <td>7.3%</td> <td>2.5%</td> </tr> <tr> <td>Statement</td> <td>3.5%</td> <td>1.9%</td> <td>0.8%</td> <td>0.6%</td> <td>2.4%</td> <td>1.6%</td> <td>1.7%</td> </tr> <tr> <td>COMMENTS</td> <td></td> <td>There is slightly greater number of non-SEN</td> <td>There is a greater number of SEN children</td> <td>There is slightly greater number of non-SEN</td> <td>There is a greater number of non-SEN children</td> <td>There is slightly greater number of non-SEN</td> <td>There is slightly greater number of non-SEN</td> </tr> </tbody> </table>	Special Educational Needs information	Children attending maintained schools (OCTOBER 2011/12 CENSUS)	St Stephens Primary School	Pope John Primary School	Sacred Heart High School	Lady Margaret	John Betts Primary	Brackenbury	Non-SEN	76.2%	87.1%	58.5%	89.2%	91.3%	80.8%	85.5%	School Action	13.0%	8.7%	27.2%	8.9%	4.5%	10.4%	10.3%	School Action+	7.3%	2.3%	13.6%	1.3%	1.7%	7.3%	2.5%	Statement	3.5%	1.9%	0.8%	0.6%	2.4%	1.6%	1.7%	COMMENTS		There is slightly greater number of non-SEN	There is a greater number of SEN children	There is slightly greater number of non-SEN	There is a greater number of non-SEN children	There is slightly greater number of non-SEN	There is slightly greater number of non-SEN	M	+
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			<p>children than the schools average. The strategy to expand St Stephens Primary is an all encompassing strategy for all learners in the borough regardless of disability. Given the existing SEN profile, if the school continues to attract a similar profile of students, there is likely to be a neutral benefit for SEN groups.</p>	<p>that the schools average. The strategy to expand Pope John Primary is an all encompassing strategy for all learners in the borough regardless of disability. Given the existing SEN profile, if the school continues to attract a similar profile of students, there is likely to be a slight positive benefit for SEN groups.</p>	<p>children than the schools average. The strategy to expand Sacred Heart High Schools is an all encompassing strategy for all learners in the borough regardless of disability. Given the existing SEN profile, if the school continues to attract a similar profile of students, there is likely to be a neutral benefit for SEN groups.</p>	<p>than the schools average. The strategy for the Lady Margaret bulge class is an all encompassing strategy for all learners in the borough regardless of disability. Given the existing SEN profile, if the school continues to attract a similar profile of students, there is likely to be a neutral benefit for SEN groups.</p>	<p>children than the schools average. The strategy for the John Betts primary bulge class is an all encompassing strategy for all learners in the borough regardless of disability. Given the existing SEN profile, if the school continues to attract a similar profile of students, there is likely to be a neutral benefit for SEN groups.</p>	<p>children than the schools average. The strategy for the Brackenbury primary bulge class is an all encompassing strategy for all learners in the borough regardless of disability. Given the existing SEN profile, if the school continues to attract a similar profile of students, there is likely to be a neutral benefit for SEN groups.</p>		
	<p>Only one of the schools identified for expansion within the strategy has a higher SEN profile than the schools average. As a result some neutral benefits have been identified. Despite this, officers have concluded that overall the strategy has a positive impact on disability as the strategy will offer of a fully integrated primary to</p>									

	secondary curriculum on one site for children with autism as part of the Queensmill relocation. This will have a positive impact on SEN groups.		
Gender reassignment	The strategy will not directly have an impact on this strand, as it is an all encompassing strategy for all learners in the borough. The admission criteria for all the affected schools (which are subject to annual consultation) will remain unchanged. The new opportunities that this strategy will provide will improve the choices for more local children to attend local schools.	N/A	N/A
Marriage and Civil Partnership	This is not applicable as the Strategy is not seeking to provide a service to married people or civil partners. The admission criteria for all the affected schools (which are subject to annual consultation) will remain unchanged. Under the Admissions Code. the Admissions Criteria could not ask for marital status to be declared.	N/A	N/A
Pregnancy and maternity	The strategy will not directly have an impact on this strand, as it is an all encompassing strategy for all learners in the borough. The current number of pregnant school children and/or school children with dependents attending maintained schools is low and not statistically significant. The admission criteria for all the affected schools (which are subject to annual consultation) will remain unchanged and can not discriminate on ground of pregnancy and maternity. The new opportunities that this strategy will provide will improve the choices for more local children to attend local schools as a result there is a low positive benefit.	L	+
Race	<p>The strategy is an all encompassing strategy for all learners in the borough. The admission criteria for all the affected schools (which are subject to annual consultation) will remain unchanged and do not discriminate with regards to race. The new opportunities that this strategy will provide will improve the choices for more local children to attend local schools.</p> <p>The following table identified the current borough averages for children attending maintained schools broken down by race is as follows in comparison to the borough profiles:</p>	M	+

	Children attending maintained schools (OCTOBER 2011/12 CENSUS) *NOTE: Academies and PRU not included	Borough Profile (ONS ethnicity estimates for 2009)
White	39.6%	76%
Black	27.7%	9%
Asian	7.5%	8.2%
Mixed	10.9%	3.7%
Chinese or Other ethnic group	13.1%	3.2%
Not obtained	1.3%	0%

This data suggests that in comparison to the borough profile White groups are under represented in maintained schools compared to the borough average. Black, Mixed and Chinese or Other groups are over represented in maintained schools compared to the borough average. Asian groups are slightly under represented in maintained schools compared to the borough average. Although the strategy does not discriminate with regards to race, the improved choices for local children to attend local schools may be proportionately of more relevance to those race groups that are over-represented. **Because of this, officers consider the strategy to be of medium relevance to Race, as some race groups could be differently affected by the proposals.**

The below table looks more specifically at the schools affected by the strategy proposed in the Cabinet Report (see recommendations) with regards to race.

Race	Children attending maintained	St Stephens Primary School	Pope John Primary School	Sacred Heart High School	Lady Margaret	John Betts Primary	Brackenbury	Queensmill
White	39.6%	53.2%	30.9%	71.8%	70.3%	75.1%	42.9%	33.7%
Black	27.7%	28.5%	34.7%	7.7%	10.2%	5.7%	25.1%	26.3%
Asian	7.5%	4.6%	9.1%	5.8%	4.5%	5.2%	9.1%	10.5%
Mixed	10.9%	12.5%	15.1%	6.8%	7.4%	7.3%	12.4%	7.4%
Other	13.1%	0.8%	9.1%	4.0%	4.5%	5.7%	9.7%	21.1%
Not obtained	1.3%	0.4%	1.1%	3.9%	3.0%	1.0%	0.8%	1.1%
COMMENTS		There is a slightly greater intake of Black, White and Mixed ethnic groups than the schools average. There is a slightly lower intake of Asian children. The strategy to expand St Stephens Primary is an all encompassing strategy for all learners	There is a slightly greater intake of Black, Asian and Mixed race groups compared to the schools average. There is a slightly lower intake of white students. The strategy to expand Pope John Primary is an all encompassing strategy for all	There is a lower intake of Black, Asian and Mixed groups and an overrepresentation of White groups compared to the schools average. The strategy to expand Sacred Heart Schools is an all encompassing strategy for all learners in the	There is a lower intake of Black, Asian and Mixed groups and an overrepresentation of White groups compared to the schools average. The strategy for the Lady Margaret bulge class is an all encompassing strategy for all learners in the	There is a lower intake of Black, Asian and Mixed groups and an overrepresentation of White groups compared to the schools average. The strategy for the John Betts primary bulge class is an all encompassing strategy for all learners	There is a slightly lower intake of Black, Asian group and a slight overrepresentation of White and Mixed groups compared to the schools average. The strategy for the Brackenbury primary bulge class is an all encompassing strategy	There is a slightly greater intake Asian groups and a slightly lower intake of White, Black and Mixed groups compared to the schools average. The strategy to expand Queensmill is an all encompassing strategy for all learners in the borough

			<p>in the borough regardless of race. The new opportunities that this strategy will provide will improve the choices for more local children to attend local schools. Given the existing race profile there is likely to be a slight positive benefit for those groups currently overrepresented.</p>	<p>learners in the borough regardless of race. The new opportunities that this strategy will provide will improve the choices for more local children to attend local schools. Given the existing race profile there is likely to be a slight positive benefit for those groups currently overrepresented.</p>	<p>borough regardless of race. The new opportunities that this strategy will provide will improve the choices for more local children to attend local schools. Given the existing race profile there is likely to be a less benefit for those groups currently underrepresented.</p>	<p>borough regardless of race. The new opportunities that this strategy will provide will improve the choices for more local children to attend local schools. Given the existing race profile there is likely to be a neutral benefit for those groups currently underrepresented.</p>	<p>in the borough regardless of race. The new opportunities that this strategy will provide will improve the choices for more local children to attend local schools. Given the existing race profile there is likely to be a neutral benefit for those groups currently underrepresented.</p>	<p>for all learners in the borough regardless of race. The new opportunities that this strategy will provide will improve the choices for more local children to attend local schools. Given the existing race profile there is likely to be a neutral benefit for those groups currently underrepresented.</p>	<p>regardless of race. The new opportunities that this strategy will provide will improve the choices for more local children to attend local schools. Given the existing race profile there is likely to be a slight positive benefit for Asian groups currently overrepresented.</p>		
			<p>*NOTE: Academies and PRU not included</p> <p>Overall the schools listed in the strategy attract a wide mix of ethnic groups to reflect the diversity of the borough. It is therefore concluded the strategy to be of medium relevance to Race, with a positive impact.</p>								

Religion/belief (including non-belief)	The School Organisation Strategy will have a positive albeit low impact on local faith residents, through the extended offer in our faith schools, through the extension to existing provision.	L	+
Sex	<u>The School Organisation Strategy will have a positive impact on this protracted characteristic by extending the offer of single sex provision at our over subscribed schools. This includes a medium positive impact for females by expanding the single sex offer at Sacred Heart High School and Lady Margaret and increased single sex provision for males at the Henry Compton site (refer to Cabinet Report section 3.1 for greater detail of the new projects).</u>	M	+
Sexual Orientation	The School Organisation Strategy will not directly have an impact on this strand, as it is an all encompassing strategy for all learners in the borough. The admission criteria for all the affected schools (which are subject to annual consultation) will remain unchanged	N/A	N/A

Human Rights and Children's Rights

Will it affect Human Rights, as defined by the Human Rights Act 1998?

Yes: Article 2 of Protocol 1: Right to education. It is expected that the strategy will have a positive impact on this (e.g. via additional learning capacity for borough learners).

Will it affect Children's Rights, as defined by the UNCRC (1992)?

Yes: the right to education, and special rights for disabled children. It is expected that the strategy will have a positive impact on these rights (e.g. via additional learning capacity for borough learners)

Section 03

Analysis of relevant data and/or undertake research

Documents and data reviewed

Please see details from EIA in 2011 below: Plus Admissions & Census data, plus current pupil data. We also did a bid process with all schools on how they could deliver within the schools of choice agenda.

We undertook a consultation that was open to all strands, from 21 April to 2008 to 9 June 2008, through a variety of ways:

- Pupil post to all parents of primary, secondary and special schools in the borough
- To parents of primary age parents at independent schools
- All Early Years settings
- Hammersmith and Fulham website
- Freepost questionnaires left at municipal buildings in the borough
- Partner agencies
- Voluntary organisations
- 20 meetings at various schools (parent, governors and staff)
- 22 meetings with children at their schools
- 7 meetings with specific groups such as early years providers, employers steering group and school staff
- Special meeting with headteachers
- 8 road shows at libraries and town halls
- A children's conference at Chelsea Football ground

With a total of 1,304 children and 437 adults attended the above meetings.

Nearly 3,000 questionnaires were received in response to the consultation and recommendations were made to take into account the views were portrayed.

The main strands positively affected by the consultation were, age, disability, gender and religion, through the schools community. All these strands were affected positively by the recommendations that were contained within the Cabinet Reports that detailed the consultation and results. The relevant consultation and questionnaires, can be found in the Cabinet Reports of 14 July 2008 and 2 March 2009 respectively and are detailed in the background papers to this strategy

We undertook a consultation that was open to all strands, but primarily aimed at parents of SEN children, from 24 November 2008 to 19 January 2009, through three options:

- Parents of children at all the schools affected by the proposals (given a summary via pupil post)

	<ul style="list-style-type: none"> • An executive summary sent to other stakeholders and made available at public libraries and both town halls • The detailed documents (and summaries) were published on the Councils website. <p>The main positively affected strand was disability, by the proposals that were captured by the responses to the consultation and the recommendations that were approved by Cabinet. The relevant consultation and questionnaires can be found in the Cabinet Report of 2 March 2009 and are detailed as background papers to this strategy.</p> <p><u>Mid Year Population Estimates</u> Data has been compared to that of the ONS Mid Year Population Estimates for 2009, which can be accessed here: http://www.lbhf.gov.uk/Directory/Council and Democracy/Plans performance and statistics/Statistics and census information/Census information/7057 Demographic Data for Hammersmith and Fulham.aspx</p> <p><u>October 2011/12 CENSUS</u> Data has been taken from the October 2011/12 CENSUS concerning the schools profiles.</p>
<u>New research</u>	N/A.

<u>Section 04</u>	<u>Undertake and analyse consultation</u>
<u>Consultation</u>	Given the previously undertaken detailed consultation a further consultation is not required for this strategy.
<u>Analysis</u>	From the previous consultations, listed above, all stakeholders that had responded were in favour of our proposals. Please refer to the Cabinet papers of 14 July 2008 and 2 March 2009 which are listed as background papers to this strategy for full details.

<u>Section 05</u>	<u>Analysis of impact and outcomes</u>
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<u>Analysis</u>	The consultation and assessment data have shown support for the proposals and these were taken into consideration in our recommendations to Cabinet.
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<u>Section 06</u>	<u>Reducing any adverse impacts</u>
<u>Outcome of Analysis</u>	The consultations did not exclude any member of the strands, as the consultations were open for all to respond to if desired.

<u>Section 07</u>	<u>Action Plan</u>
<u>Action Plan</u>	The action plan is to receive Cabinet Approval on the recommendations contained within the report and the implementation of these via the Lead Officer (Andy Rennison) in consultation with the Chief Officer (Andrew Christie).

<u>Section 08</u>	<u>Agreement, publication and monitoring</u>
<u>Chief Officer sign-off</u>	<u>Name: Andrew Christie</u> <u>Position: Director of Children's Services</u> <u>Email: andrew.christie@lbhf.gov.uk</u> <u>Telephone No: 020 8753 3601</u>
<u>Key Decision Report</u>	<u>Date of report to Cabinet/Cabinet Member: 05/02/12 – Cllr Helen Binmore</u> <u>Confirmation that key equalities issues found here have been included: Yes</u>
<u>Opportunities Manager for advice and guidance only</u>	<u>(When EIAs have been determined to be of high relevance)</u> <u>Name: Carly Fry</u> <u>Position: Opportunities Manager</u> <u>Email: PEIA@lbhf.gov.uk</u> <u>Date: 13.02.2012</u>

Equality Impact Analysis Full Tool with Guidance

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Full Equality Impact Analysis Tool

Overall Information	Details of Full Equalities Impact Analysis
Financial Year and Quarter	11/12 Q4
Name and details of policy, strategy, function, project, activity, or programme	<p>Remodel of Ellerslie Road day service (for people with mental health needs) and Nubian Life day service (for BME older people)</p> <p>This EIA will analyse the impact that remodelling the day services will have on the service users of the above two services affected by the proposals. More detail on the proposals is given in the Cabinet Report, and is summarised at recommendation 1 of that Report.</p>
Name of Service Department	<p>Name: Hannah Carmichael Position: Commissioning Manager Email: hannah.carmichael@lbhf.gov.uk Telephone No: 020 8753 5384</p>
Date of completion of final EIA	13 th February 2012

Section 02	Scoping of Full EIA
Plan for completion	<p>Timing – completion by 13th February 2012</p> <p>Resources – Remodel of day services consultation participants</p> <p>Lead Officer – Hannah Carmichael (Commissioning Manager)</p> <p>Other officers – Christine Baker (Service Manager – Provider Services)</p>
What is the policy,	The Council intends to co-locate two day services, Nubian Life (for Black Minority Ethnic older people)

<p>strategy, function, project, activity, or programme looking to achieve?</p>	<p>and Ellerslie Road (for people with mental health needs), which would result in the services sharing the 50 Ellerslie Road day centre building. 50 Ellerslie Road would become a Resource Centre – Nubian Life would occupy the ground floor and the existing mental health drop-in service would occupy the first floor. The building has been risk assessed by corporate Health and Safety, who have stated that it is suitable for the above services to share.</p> <p>All current service users of the Ellerslie Road mental health service would be able to continue to access a drop-in service at the new Ellerslie Road Resource Centre. They would also be encouraged to engage with a new peer support intensive recovery service that is due to be commissioned. This would enhance what is currently on offer for people with mental health needs.</p> <p>The Ellerslie Road day centre building is of a higher standard and has superior facilities to those of 50 Commonwealth Avenue, where Nubian Life is currently based. It is therefore thought that those currently attending the service based at 50 Commonwealth Avenue would benefit from the move to Ellerslie Road.</p> <p>Not only would the merged services be providing day care in higher quality buildings with better facilities, the proposal also promotes equality. The Ellerslie Road building is an excellent resource for people with disabilities and this proposal will open up this resource for it to be used by a wider range of people with day care needs.</p> <p>Will the merge of services affect Human Rights, as defined by the Human Rights Act 1998?</p> <p>No</p> <p>Will the procurement proposals affect Human Rights, as defined by the Human Rights Act 1998?</p> <p>No</p> <p>For more in-depth assessment of 1 and 2 across the nine protected characteristics, see section 04 below.</p>
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Section 03	Assessment of relevant data and/or undertake research
Documents and data	The following data and documents have been used to help inform this Equalities Impact Assessment:

reviewed	<p>Single Equalities Scheme</p> <p>The Single Equalities Scheme outlines how the council meets the requirements for all groups protected by discrimination law. It considers the current duties and includes new duties that were expected to arise from the Equality Act 2010, which received royal assent in April 2010.</p>
Section 04	Assess or undertake consultation
Consultation	<p>Remodel of day services consultation</p> <p>A 12 week consultation on the remodel of day services was carried out between 3rd October and 23rd December 2011. The council consulted with service users, their carers and interest groups. Methodologies included a short questionnaire and consultation events. Information and feedback from the consultation were used to inform this EIA and actions. More information about the consultation, including full analysis of feedback received can be found in the accompanying key decisions cabinet report.</p> <p>EIA consultation</p> <p>As part of the consultation questionnaire, two specific equalities question were asked:</p> <ol style="list-style-type: none"> 1. Do you have any concerns about the impact of these proposals for any particular communities in the borough? <i>(If you have answered yes, which communities and how will they be affected?)</i> 2. How could the Council make sure that the proposals will not impact negatively on people? <p>This feedback, along with feedback from consultation events, influenced officers to revise the original proposals. As analysed further below this will be of more relevance to some protected groups than to others, and while there may be some short-term change, overall the changes will bring positive benefits to service users whose service will relocate.</p>
Assessment	<p>Remodel of day services consultation</p> <p>It emerged from the above consultation that there was a need for the council to ensure an easy transition for the current Ellerslie Road and Nubian Life service users during the period of change, which the council is putting into place as a result of consultation (see section 07). There was some anxiety about a change in service that many people had been receiving for 20 years or longer. If the</p>

proposal to move Nubian Life into Ellerslie Road goes ahead, the new arrangement will not begin until July 2012 at the earliest. This should allow enough time for the service users to be introduced to the new building and each other and to be involved with the negotiations about sharing space and facilities.

Section 05	Assessment of impact and outcomes	
Assessment	Race	<p>HIGH RELEVANCE, AND POSITIVE IMPACT</p> <p>Nubian Life Nubian Life is currently a service for African and African-Caribbean elders.. However Nubian changed their constitution in 2011, so their service can also support residents from all backgrounds . This will benefit the wider community because it will enable eligible people of all ethnic backgrounds to attend the service. Nubian will want to and will continue to support the needs of the BME community, which will be done in daily activity such as providing cultural meals, holistic health therapies, domestic rehabilitation services and creative arts and pastimes. Nubian will also be expected to promote equality of opportunity for all protected groups, as all adult social care services are expected to do.</p> <p>Ellerslie Road Ellerslie Road has a high number of service users of BME origin. The introduction of a new, primarily BME service (Nubian Life) to the building will therefore be of relevance to BME service users as the background of the service provider caters to these needs, but it will also be of relevance to non-BME service users, as Nubian has widened its remit. Overall, this will be of benefit to all race groups.</p> <p>During the consultation on the remodel of day services there was no concern raised about the impact on service users and race.</p>
	Disability (including mental health)	<p>HIGH RELEVANCE, AND POSITIVE IMPACT</p> <p>Nubian Life Nubian Life currently cares for vulnerable residents, many of which have mobility</p>

		<p>difficulties and has up to four wheelchair users per day. Their current building at 50 Commonwealth Avenue is 20 years past its lifespan and has poor facilities for personal care, but the Ellerslie Road building has a lift is purpose built to accommodate people with mobility difficulties, including wheelchair users. There are wide doors, step free access and disabled toilets. Nubian Life's disabled service users will therefore be at an advantage if the recommendation is adopted, as they will be able to benefit from a more accessible service.</p> <p>Ellerslie Road The current service users of Ellerslie Road will predominantly use part of the first floor of Ellerslie Road for their activities. This will not be as convenient for people who use wheelchairs, but there is a lift and the building is purpose built and therefore has good access in all areas for disabled people.</p> <p>During the consultation there was some concern raised from mental health service users that sharing the building with people that may not understand their mental health needs could have a negative impact on them. Some people are concerned that people may have prejudiced views about mental health and may make them feel uncomfortable. However, Nubian Life already supports service users with mental health needs and has worked with mental health users at Ellerslie to deliver an Expert Patients Programme. In addition, before the Nubian service moves to Ellerslie Road there will be workshops with both the Ellerslie and Nubian Life service users so they all have a good understanding of each other's needs and to minimise the risk of fear or prejudice from either group (see section 07). This will increase equality of opportunity for disabled people.</p>
	Sex	<p>LOW RELEVANCE, AND NEUTRAL IMPACT</p> <p>During the consultation on the remodel of day services there was no concern raised about the impact on gender. Service providers are expected to ensure equality of opportunity between men and women.</p>
	Age	<p>HIGH RELEVANCE, AND POSITIVE IMPACT</p> <p>Nubian Life The feedback from the consultation was that 76% of the Nubian Life service users agreed</p>

		<p>that the Nubian service should become an all-age service, rather than being restricted for older people only. This will have a positive impact on the wider community because it will enable all eligible people to access the Nubian service, whatever their age.</p> <p>During the consultation there was some concern that day services should be specific to age groups and that older people should have their own service. However, Nubian Life will continue to provide a service suitable for and likely to be predominately used by older people, whilst also caring for younger people with physical needs. Therefore, the relevance and impact with regards to age will be highly positive, with a service able to meet the needs of adult residents eligible for the service.</p> <p>Ellerslie Road The majority of current Ellerslie Road service users are aged 50+. The introduction of a new, primarily older person service (Nubian Life) will therefore be of high relevance to that cohort of service users, and have a positive impact on Age.</p> <p>During the consultation there was some concern from the Ellerslie service users that the age group of the Nubian service users would mean it would be hard for the two groups to mix. This will be addressed in the workshops that will be held before the service moves to Ellerslie Road (see section 07). This will increase equality of opportunity between different age groups.</p>
	Sexual Orientation	<p>LOW RELEVANCE, AND NEUTRAL IMPACT</p> <p>It is unlikely that the remodel of day services would have a differential impact on service users of different sexual orientations. Service providers should all however ensure that their service provides equality of opportunity.</p>
	Gender Reassignment	<p>LOW RELEVANCE, AND NEUTRAL IMPACT</p> <p>It is unlikely that the remodel of day services would have a differential impact on service users who are protected under this characteristic. Service providers should all however ensure that their service provides equality of opportunity.</p>
	Marriage	N/A

	and Civil Partnership	This is not relevant in this case
	Pregnancy and Maternity	LOW RELEVANCE, AND NEUTRAL IMPACT It is unlikely that the remodel of day services would have a differential impact on service users who are protected under this characteristic. Service providers should all however ensure that their service provides equality of opportunity.
	Religion/ belief (including non-belief)	LOW RELEVANCE, AND NEUTRAL IMPACT There is no evidence to suggest that the remodel of day service would have a differential impact on service users who have different religious or philosophical beliefs. The merged services would continue to provide for religious needs, for example by addressing dietary requirements such as using halal meat and celebrating all religious and cultural special days.

Section 06	Reducing any adverse impacts
Outcome of Assessment	<p>Remodel of Eilerslie Road day service (for people with mental health needs) and Nubian Life day service (for Black Minority Ethnic older people)</p> <p>The proposal to remodel the above day services will on the whole have a positive or neutral impact on each of the protected groups, and will be of more relevance to some groups than to others, such as Age, Race and Disability. The positive impacts will reach people currently using Nubian Life who have physical disabilities in particular, the move to Eilerslie Road will offer superior facilities to meet their day care needs. Disabled people under the age of 55 will be advantaged because the Nubian service that is currently unavailable to them will be opened up for people of all ages. Those over 55 will still be able to access a service for their age group, as given above.</p> <p>Negative impacts mostly concern the transition for all service users that will be affected by sharing a building with new people. Older people and people with mental health needs often find change hard to cope with, so staff will need to be very supportive to ensure a smooth transition. Workshops, opportunities to mix and share activities will be available to Eilerslie Road and Nubian Life service users before the move happens.</p>

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Section 07	Action Plan				
Action Plan	Issue identified	Action	When	Lead officer	Expected outcome
	Uncertainty and anxiety of sharing a building with another care group	Workshops about sharing space, visits to services, shared activities all to take place before the move	Already started in December 2011 and will continue regularly until the move in July 2012.	Service Manager – Provider Services: Christine Baker	Smooth transition to sharing a building
	Fear about misunderstanding of needs and potential prejudice views about mental health / age	Workshops and training for all service users about understanding each other's needs and diversity	March – July 2012	Service Manager – Provider Services: Christine Baker CEO Nubian Life: Jazz Browne	Service users are at ease with each other and understand each other's needs.

Section 08	Agreement, publication and monitoring
Chief Officer sign-off	Name: John Chamberlain Position: Assistant Director of Adult Social Care Email: john@chamberlain@lbhf.gov.uk Telephone No: 020 8753 5004
Key Decision Report	Date of report to Cabinet: 05/03/12 Confirmation that key equalities issues found here have been included: Yes
Opportunities Manager for advice and guidance only	Name: Carly Fry Position: Opportunities Manager Date advice / guidance given: 20 th January 2012 Email: carly.fry@lbhf.gov.uk

Equality Impact Analysis Full Tool with Guidance
Full Equality Impact Analysis Tool

Overall Information	Details of Full Equality Impact Analysis
Financial Year and Quarter	2011/12 Quarter Three
Name and details of policy, strategy, function, project, activity, or programme	Title of EIA: West London Housing Related Support Framework Agreement Short summary: H&F is working with seven other Boroughs in West London to develop a framework agreement through which housing related services, both accommodation based and floating support, can be called off from over a four year period 2012 – 2016.
Lead Officer	Name: Jenny Platt Position: Commissioning Team, CSD Email: jenny.platt@lbhf.gov.uk Telephone No: 0208 753 5034
Date of completion of final EIA	December 2012

Section 02	Scoping of Full EIA
Plan for completion	Timing: The EIA will be submitted as part of the Cabinet Report to gain delegated authority approve the new framework agreement in March 2012. Resources: Internal colleagues – procurement, PIT, Opportunities Manager, some sharing of general information across the eight boroughs involved, results of consultation with services users, feedback from provider briefing. Lead Officer: Jenny Platt

2.1 Background to Housing Related Support services in H&F

Housing related support (HRS) services in H&F offer preventative services to enable people to maintain their accommodation and live independently in the community. Services are accommodation based or 'floating support' where service users are supported in their own homes.

HRS services in H&F support people in the following client groups:

- People with learning disabilities
- People with mental health needs
- People with physical and sensory disabilities
- Older people with support needs
- Young people at risk or young people leaving care
- Single homeless with support needs
- Rough sleeper
- Substance misuse
- Offenders or people at risk of offending
- People at risk of domestic violence

In 2010/11 the housing related support services in LBH&F provided 907 accommodation based units and 856 floating support units. Appendix One shows the breakdown of these units across the client groups. The housing related support programme in 11/12 has a projected expenditure of £10.8m across these services. This is compared with £11.8m expenditure in 10/11. The housing related support programme is required to achieve approximately £3m of efficiency savings by 2013/14. Appendix Two gives the breakdown of housing related support service users by a number of protected characteristics. The current data collection does not cover the categories of: gender reassignment, marriage and civil partnership, pregnancy and maternity and sexual orientation.

In comparison with H&F population data, the SP client profile shows that there is higher proportion of people aged 18-24 in HRS services. Around 675 of the 907 accommodation based unit of support would be available to people in this age range. People aged over 65 in HRS services are lower in proportion when compared to population data however this may reflect that sheltered housing schemes are no longer directly funded by the HRS budget and therefore numbers of clients in this age group appears low. People under 18 are also lower in proportion in HRS services compared to population data.

In relation to ethnicity – compared to H&F population data there is a lower proportion of White British people in HRS services, whilst there are higher proportions of people from White Irish, Black African, Black Caribbean and Mixed origin. In regards to religion there are not many significant variations between H&F population data and SP client profiles except for the category Muslim where there are

lower percentages of people in HRS services.

There are higher percentages of disabled people in HRS services than in the H&F population overall. This finding could be expected as a number of HRS services are specifically for supporting disabled people. Within the categories for disability, people with mental health issues are the highest group followed by people with mobility issues. The provision of housing related support for people with a physical and sensory disability appears higher than for those with a mental health issue in the data presented in Appendix One. However, the support provided for people with physical and sensory disabilities is at a lower level of need and represents long term accommodation based services. Support for people with a mental health issue is often high level need and a short term service – less than two years. The number of services and type of support provided for these groups are determined by H&F's commissioning strategies.

In H&F HRS services there are slightly higher proportions of male service users compared with the H&F population overall, and therefore slightly less proportions of female service users. Commissioning strategies have made provision for male and female only services based on an identified such as for domestic violence/refuge services.

2.2 Housing Related Support (HRS) framework agreement

H&F has been procuring HRS services since 2008 via a framework agreement developed jointly with RBKC, Ealing and Harrow. The current framework expires in March 2012. Current joint working as part of the West London Alliance and the context of tri-borough proposals have indicated a need for a wider framework agreement covering eight boroughs: London Boroughs of Brent, Ealing, Hammersmith & Fulham, Harrow, Hillingdon and Hounslow, RBKC, H&F and Westminster City Council. All Boroughs are able to use the Framework Agreement to procure their local services but there is no obligation to do so, H&F intends to procure the significant majority of its HRS services from the new framework when current contracts expire or as a result of commissioning strategies. All of the current HRS contracts (approximately 57) in H&F expire during the lifetime of the new framework.

The framework agreement will be the procurement tool through which services can be established by the council, through 'calling off' the framework. The development of a framework agreement itself doesn't determine the services H&F will commission to provide housing related support as this is based on commissioning strategies.

2.3 Benefits of the West London HRS framework agreement

Overall, H&F will benefit from the framework agreement through being able to procure services at competitive prices to achieve savings required from the MTF target, whilst retaining quality standards and ensuring services are safe and safeguard service users. Service users benefit from the framework agreement as H&F can offer high quality services that have been subject to competition and offer innovation and new models of service delivery. The new framework agreement will be established around outcomes focused service specifications split into ten Lots that reflect different client groups. Providers will be required to demonstrate in their tenders how they will achieve outcomes for individuals and for the service. The framework agreement will be established in a way that allows

H&F to call off personalised services in the future whether this is based on service users holding their own budgets or on offering choice and control over which provider they receive support from.

2.4 Potential Dis-benefits of the HRS framework agreement

The scoping EIA produced by RBKC indicated a negative impact related to ethnicity and disability through the potential loss of small and/or specialist providers through the framework agreement. In H&F there is a very small number of specialist or small providers and therefore this issue will have less impact on the provider base. Appendix Three shows the breakdown of current HRS providers and services in H&F. The data shows that there are currently only two specialist providers who currently hold housing related support contracts in H&F.

The mitigation to this risk is through the tender exercise to establish the framework which is compliant with all procurement legislation. Participating Boroughs can choose not to use the framework to call off services and can run separate tender exercises for particular services. This may occur in the case of specialist services based on each Borough's commissioning strategy. Interested providers are able to indicate at the Pre Qualification Questionnaire (PQQ) stage if they only wish to provide services to a particular client group. Therefore, specialist providers are able to take part in the procurement exercise in the same way as generalist providers. Information is provided in the PQQ documentation about the level of financial checks to be made on interested providers. These checks have been set at a level that does not expose the Council to a high level of risk but ensures that all organisations who would be able to successfully undertake contracts are included. Interested providers are also invited to consider forming consortia which often enables small providers to be part of a framework agreement. Communication to interested providers has been open to all and provider briefing information was made available on the internet. Adverts have been placed in national publications and online.

2.5 How will H&F ensure the framework agreement works as intended?

H&F's commissioning strategy will determine when services are called off via the framework agreement and contracts awarded. Where services are re-modelled or decommissioned further EIAs will be undertaken to consider the impact on service users and will be based on the outcomes of service reviews and needs assessments. This would be accompanied by communication and/or consultation with those service users affected.

All providers will be assessed at the PQQ stage (see section 2 above) on how they meet the requirements of the Equalities Act 2010 for all protected characteristics and providers who do not meet the minimum standards in this area will not proceed to the next stage. At ITT stage providers will be judged on the quality of their service in terms of meeting the requirements of the Equalities Act 2010 but also demonstrating the underlying values of housing related support which include:

- To treat individuals with dignity and respect
- To focus on person-centred housing related support to meet the specific and changing needs of individuals;

- To ensure fair access and treatment of all.
- To support and promote individual choice and control to assist service users to realise their potential and aspirations

Below is an analysis of the impact of the Framework Agreement on those with protected characteristics (including where people / groups may be in more than one protected characteristic). This analysis has been used to determine which level of impact the Framework will have (positive/neutral/negative) and whether it is of low/medium/high relevance to equality.

Age	<p>Housing related support services are provided for all age ranges except where specified for older or young people. The new framework agreement will be of varied levels of relevance to different age groups, and services commissioned will be in line with local commissioning strategies. Older people's services relate to the provision of extra care or sheltered accommodation where a minimum age is specified in line with H&F policies, as such, this would be of high relevance to older people. Young people's services provide accommodation based services for people aged 16-21 where it would be considered inappropriate for them to be based in services with adults, and this will be of high relevance to this age group. Where people using such services are under 18, they are not protected under Age in terms of the Equality Act 2010. Therefore, their rights are also analysed under Children's Rights.</p> <p>HRS services procured through the framework agreement will be outcomes focused. One of the main outcomes specified for individuals is titled 'Enjoying and Achieving' and aims for individuals to develop their support networks and to access and maintain meaningful activities including employment, training, education and leisure opportunities. For all age groups this outcome could be seen to be encouraging people to participate in public life.</p>	High	Positive
Disability	<p>Service Users: H&F will continue to provide housing related support services for disabled people. Appendix two demonstrates that higher proportions of housing related support service users are disabled compared with H&F population data and services will continue to be commissioned to meet this need. This indicates the framework will be of high relevance to disabled people. The service Lots in the framework agreement are split between physical and sensory disabilities, learning disabilities and mental health and specific services will be procured from the framework for these client groups. The framework therefore ensures that the best quality service is offered to disabled people requiring housing related support that meets their needs. Therefore, the impact</p>	High	Positive

	<p>is seen to by positive/neutral.</p> <p>Providers:</p> <p>The scoping EIA undertaken by RBKC found that the framework agreement would have a negative impact in regards to disability due to the potential loss of specialist service providers. The mitigation to this risk is explained in section 2.4 as providers are able to indicate a specialism at PQQ stage and can express an interest to only provide services for particular client groups. H&F currently has only one specialist disability provider. The relevance of the framework for specialist providers is therefore high, however the impact is neutral due to the mitigation that has been put in place to ensure specialist and small providers can be part of the procurement exercise.</p> <p>Appendix Five shows the outcomes achieved in 2010/11 by service users broken down by disability/no disability. Whilst people with no disability achieved better outcomes than disabled people in a higher number of areas, the percentage difference was often small. Evidence is currently not available which compares the outcomes for service users when supported by a specialist provider compared to a general provider. It cannot be concluded therefore that there will be a negative impact on disabled service users through receiving support from a generalist provider rather than a specialist provider. The framework agreement is the means through which the best providers are selected to support the client groups within each of the Lots.</p> <p>Through consultation, service users said that providers need to be respectful (and knowledgeable) about a person's disabilities or vulnerabilities. This EIA demonstrates in Section 02 above how providers will be tested on how they meet the requirements of the Equalities Act 2010 at PQQ and ITT stage of the procurement exercise.</p>	High	Neutral	
Gender reassignment	<p>There will be no negative impact with regards to gender reassignment from the WL HRS framework agreement. The relevance for this group is considered to be low.</p> <p>All providers will be assessed at the PQQ stage (see section above) on how they meet the requirements of the Equalities Act 2010 and providers who do not meet the minimum standards in this area will not proceed to the next stage. At ITT stage providers will be judged on the quality of their service in terms of meeting the requirements of the Equalities Act 2010 but also</p>	Low	Positive	

		<p>demonstrating the underlying values of housing related support which include:</p> <ul style="list-style-type: none"> • To treat individuals with dignity and respect • To focus on person-centred housing related support to meet the specific and changing needs of individuals; • To ensure fair access and treatment of all. • To support and promote individual choice and control to assist service users to realise their potential and aspirations; 			
	<p>Marriage and Civil Partnership</p>	<p>There will be no negative impact with regards to marriage and civil partnership from the WL HRS framework agreement. The Council is not required to take into account the impact of what we do on married people and civil partners. The law does require public authorities to have due regard to the need to eliminate unlawful discrimination against someone because of their marriage or civil partnership status. Therefore, if a service is provided to married people, protection from sexual orientation discrimination requires that the same service and standards must also be provided to people who are civil partners.</p> <p>HRS services are generally provided for single people and so for these service users, this protected characteristic is not relevant. However, in some refuge, domestic violence and teenage parent services where children may be present due to married couples or civil partners and in some older people's accommodation where couples may be housed. This is because HRS services are generally for people for whom the council does not have a statutory homelessness duty. The introduction of the framework agreement itself will not affect this approach as the type of service commissioned will depend on H&F commissioning strategies.</p>	<p>N/A Low</p>	<p>N/A neutral</p>	
	<p>Pregnancy and maternity</p>	<p>There will be no negative impact with regards to pregnancy and maternity from the WL HRS framework agreement.</p> <p>HRS services are generally provided for single people. Where a women becomes pregnant and is in this cohort of service users, her housing eligibility changes to accommodate this, often resulting in a statutory homelessness duty for the council to provide housing. The new framework agreement will not affect this provision.</p>	<p>Low</p>	<p>neutral</p>	

	Race	<p>Service Users:</p> <p>The scoping EIA undertaken by RBKC found that the framework agreement would have a negative impact in regards to ethnicity due to the potential loss of specialist service providers. H&F currently has one specialist provider who runs a service for young men aged from black minority ethnic groups. Appendix Two shows that higher percentages of people aged 18-24 are receiving housing related support services compared to H&F population. Similarly, higher proportions of people of Black African, Black Caribbean and Black Other race are receiving housing related support services compared to H&F population data.</p> <p>In light of the findings from the scoping EIA, Appendix 4 presents analysis of outcomes achieved by Supporting People clients by ethnic origin. Analysis of this data shows that service users from the following ethnic origins achieve lower outcomes in some areas: white British, white Irish Black other, Black African, Black Caribbean, Mixed. As noted in Appendix Two from these groups: Black African, Black Caribbean and Mixed have higher percentages of service users in HRS service when compared to H&F population data. However, there is no evidence available in H&F to suggest that this relates to the type of provider from which service users receive support, or that working with a specialist or small provider would improve these outcomes. As such, the Framework itself is of high relevance to race due to the higher numbers of BME people represented in the service user group.</p> <p>If the specialist provider identified is not successful on the framework, and it can be demonstrated that there will be an impact on service users in that particular service, a commissioning strategy will be developed for the future of the service which will analyse service users' needs and the procurement of a provider to ensure these are met. A full EIA will be carried out. This could determine that calling off a provider from the framework will meet service users needs or that a separate procurement exercise will be run to procure a specialist provider. Currently there is no evidence to demonstrate that service user needs are better met through a specialist provider and the framework ensures the best possible providers for each Lot are called off. Therefore, whilst a potential negative impact is noted for some service users through changing providers, the framework and H&F commissioning strategies will ensure that service user needs are met by the best possible provider being selected. The framework enables H&F to provide services under a core and flexible model where increasingly service users are able to choose who supports them whether this is through choice of provider, or through flexible provision of a service – such as choice of key worker - to meet the personalisation agenda and enable service users to achieve their outcomes. The impact of the</p>	High	Neutral	
			High	Neutral	

	<p>framework is therefore recorded as neutral.</p> <p>Providers:</p> <p>The mitigation to the risk identified of potential loss of specialist providers is explained in section 2.4 as providers are able to indicate a specialism at PQQ stage and can express an interest to only provide services for particular client groups. The relevance of the framework for specialist providers is therefore high, however the impact is neutral due to the mitigation that has been put in place to ensure specialist and small providers can be part of the procurement exercise.</p>			
	<p>Religion/ belief (including non-belief)</p> <p>Service users consultation on the framework demonstrated that being treated with respect was essential in housing related support service and this included providers being respectful of culture and/or religion.</p> <p>All providers will be assessed at the PQQ stage (see section above) on how they meet the requirements of the Equalities Act 2010 and providers who do not meet the minimum standards in this area will not proceed to the next stage. At ITT stage providers will be judged on the quality of their service in terms of meeting the requirements of the Equalities Act 2010 but also demonstrating the underlying values of housing related support which include:</p> <ul style="list-style-type: none"> • To treat individuals with dignity and respect • To focus on person-centred housing related support to meet the specific and changing needs of individuals; • To ensure fair access and treatment of all. • To support and promote individual choice and control to assist service users to realise their potential and aspirations; 	Low	Positive	
	<p>Sex</p> <p>Currently H&F has a number of services that are for women only and two services that are for men only. Therefore the relevance of the framework is high. These services are commissioned where there is a safety/safeguarding risk of women and men being placed together – for example in domestic violence services. The framework agreement does not affect the provision of such services which are determined by local commissioning strategies. The framework enables H&F to procure single sex service when required through determining the call off procedure from the framework in line with the call off protocol. This enables the best service to be procured to meet service users needs. Therefore the framework is considered to have a positive impact.</p>	High	Positive	

Sexual Orientation	Currently there is one housing related support service in H&F which is provided on the basis of sexual orientation. The relevance of the framework is considered to be high for these service users. The provision of services are determined by local commissioning strategies which are not impacted by the framework. Services can be called off the framework or alternatively a separate procurement exercise can be run outside of the framework if a specialist provider is required to provide services based on sexual orientation and such providers are not on the framework. This enables the best service to be procured to meet service users needs. Therefore the framework is considered to have a positive impact.	High	Positive

Human Rights and Children's Rights

Will it affect Human Rights, as defined by the Human Rights Act 1998?

No

Will it affect Children's Rights, as defined by the UNCRC (1992)?

Yes. Young people's services provide accommodation based services for people aged 16-21 where it would be considered inappropriate for them to be based in services with adults, and this service provision will help to uphold the rights of those young people that are under 18. This includes the following:

- The right to life, survival and development
- The right to have their views respected, and to have their best interests considered at all times
- The right to access to information concerning them
- The right to live in (a family environment or) alternative care
- Health and welfare rights, including rights for disabled children

Section 03

Analysis of relevant data and/or undertake research

Documents and data reviewed

- Service user consultations
- Population projections 2009, Office of National Statistics
- Ethnic projections 2009, ONS
- 2001 Census
- Supporting People client records collected by St Andrews University

New research

No new research is needed

Section 04**Undertake and analyse consultation****Consultation**

Consultation on the new framework agreement and services specifications has been undertaken with service users and peer consultants from across all eight boroughs. In May three focus groups were held with peer consultants about the new framework agreement. The feedback from the focus groups did not raise any issues regarding the impact of the framework agreement on protected characteristics or issues in relation to the public sector equalities duty. In July three further consultation events were held with a wider number of services users, approximately 55 people including one session particularly for people with learning disabilities.

Service user feedback raised the following points in regards to protected characteristics and the public sector equalities duties in terms of what housing related support services should address:

- All groups thought that being treated with respect was essential – this included
 - Respectful of others culture and/or religion
 - Respectful (and knowledgeable) about the persons disabilities or vulnerabilities
- Support people as individuals
- Show and give respect to users of the service
- Give information to people in a format they can understand so they can make informed choices
- Users of learning disability services want to make choices and be supported in their choice e.g. to go on holiday alone or in a group.
- Users of the services saw themselves as individuals and wanted to be treated as such, with services adapted to their needs
- Users of learning disability services wanted to make their own mistakes so they could learn, rather than be either stopped from an activity/event or have a member of staff undertake an activity/event on their behalf

As a result of this feedback , the service specifications for each of the Lots has been amended revised to reflect the points raised by service users. Two briefing events were held in May 2011 for interested provider organisations. While these were not consultation events, providers had the opportunity to ask questions about the framework agreement or to raise points for consideration. No questions were raised in regards to the impact on service users with protected characteristics. However, questions were raised about the impact of the framework agreement on small or specialist providers which this EIA has referenced

	and analysed in Section 2.
Analysis	From the consultation undertaken there was no negative impact identified in regards to protected characteristics from the introduction of the framework agreement.

Section 05	Analysis of impact and outcomes
Analysis	The analysis and consultation undertaken does not show any evidence of lawful or unlawful discrimination. The impact on protected groups is recorded as neutral or positive. Where there was a potential negative impact on providers (e.g 2.4 above), we have put in place measures to mitigate this.

Section 06	Reducing any adverse impacts
Outcome of Analysis	Actions are presented below in Section 07.

Section 07	Action Plan																	
Action Plan	<table border="1"> <thead> <tr> <th>Issue identified</th> <th>Action (s) to be taken</th> <th>When</th> <th>Lead officer</th> <th>Expected outcome</th> <th>Date added to business/service plan</th> </tr> </thead> <tbody> <tr> <td>Loss of small or specialist providers</td> <td>When seeking award of the framework under delegated authority analysis of the impact of any loss of current H&F housing related support providers will be presented for consideration.</td> <td>April 2012</td> <td>Jenny</td> <td></td> <td>n/a</td> </tr> </tbody> </table>						Issue identified	Action (s) to be taken	When	Lead officer	Expected outcome	Date added to business/service plan	Loss of small or specialist providers	When seeking award of the framework under delegated authority analysis of the impact of any loss of current H&F housing related support providers will be presented for consideration.	April 2012	Jenny		n/a
Issue identified	Action (s) to be taken	When	Lead officer	Expected outcome	Date added to business/service plan													
Loss of small or specialist providers	When seeking award of the framework under delegated authority analysis of the impact of any loss of current H&F housing related support providers will be presented for consideration.	April 2012	Jenny		n/a													

Section 08	Agreement, publication and monitoring
Chief Officer sign-off	Name: Rachel Soni Position: Head of Community Commissioning Email: Telephone No: ext 1723

Key Decision Report	Date of report to Cabinet/Cabinet Member: 5 th March 2012 Confirmation that key equalities issues found here have been included: Yes
Opportunities Manager for advice and guidance only	Name: Carly Fry Position: Opportunities Manager Date advice / guidance given: 23 January 2012 Email: PEIA@H&F.gov.uk Telephone No: 020 8753 3430

Appendix One

2010/11 Breakdown of housing related support services in H&F by number of units and by client group

Service type	No. of units
Accommodation Based Service	907
Floating Support Service	856
Resettlement Service	142
Community or Social Alarm	125
Home Improvement Agency (HIA)	570
Outreach service	
TOTAL	3972

Accommodation based Units by Client group

Client Group	2010-11	% of overall units
Frail Elderly	32	3.5
Offenders or People at risk of Offending	38	4.2
Older people with mental health problems/dementia		
Older people with support needs	121	13.3
People with a Physical or Sensory Disability	215	23.7
People with Alcohol Problems		
People with Drug Problems	19	2.1
People with HIV / AIDS		
People with Learning Disabilities	22	2.4
People with Mental Health Problems	156	17.2
Refugees		
Rough Sleeper	54	6.0
Single Homeless with Support Needs	125	13.8
Women at Risk of Domestic Violence	14	1.5
Young People at Risk	44	4.9
Generic		
Teenage Parents	8	0.9
Homeless Families with Support Needs		
Teenage Parents		
Young People Leaving Care	59	6.5
TOTAL	907	100.0

Floating Support Units by client group

Client group	2010-11	% of overall units
Frail Elderly		
Offenders or People at risk of Offending		
Older people with mental health problems/dementia		
Older people with support needs	300	35.0
People with a Physical or Sensory Disability	80	9.3
People with Alcohol Problems		
People with HIV / AIDS		
People with Learning Disabilities	35	4.1
People with Mental Health Problems		

Refugees		
Rough Sleeper		
Single Homeless with Support Needs	121	14.1
Women at Risk of Domestic Violence	40	4.7
Young People at Risk		
Generic	280	32.7
Homeless Families with Support Needs		
Teenage Parents		
Young People Leaving Care		
TOTAL	856	100.0

Appendix Two

Supporting People Client Data 2010/11 compared to LBHF Population data

Table 1: Client Profile SP						Population Data	
		Hammersmith & Fulham		London	England	Hammersmith & Fulham	
		Number	%	%	%	Number	%
Primary group	Older people support need	213	23.2	7.2	4.9		
	Single homeless support need	209	22.7	21.1	26.1		
	Women at risk of DV	101	11.0	8.1	11.4		
	Young people	94	10.2	9.2	8.6		
	Mental health problems	79	8.6	12.8	9.6		
	Physical or sensory disability	68	7.4	5.0	2.8		
	Offenders/at risk of offending	38	4.1	3.8	4.8		
	Generic/Complex needs	35	3.8	11.8	9.5		
Age group	Under 18 yrs	117	12.7	8.1	8.0	31395	18.5
	18-24 yrs	160	17.4	23.6	27.4	17275	10.2
	25-38 yrs	175	19.1	27.4	30.3	55608	32.8
	39-52 yrs	176	19.2	23.4	21.6	32100	18.9
	53-64 yrs	88	9.6	8.9	6.9	15995	9.4
	65 and over	202	22.0	8.6	5.9	17356	10.2
Sex	Male	487	53.1	48.1	50.1	85195	50.2
	Female	431	46.9	51.9	49.9	84534	49.8
Economic status	Unable to work	217	23.6	25.8	23.3		
	Retired	214	23.3	9.0	6.5		
	Jobseeker	184	20.0	25.4	31.5		
	Not seeking work	138	15.0	21.5	22.9		
	Full-time student	92	10.0	6.3	4.4		
	Other adult	32	3.5	4.3	3.8		
	Part-time work	24	2.6	3.7	3.5		
	Full-time work	11	1.2	3.2	3.4		
Govt training/New Deal	6	0.7	0.5	0.6			

Ethnic Origin	White: British	333	36.3	39.5	76.1	106700	62.9
	White: Irish	76	8.3	3.2	1.3	5300	3.1
	White: Other	74	8.1	7.9	2.8	16900	10
	Black: African	91	9.9	13.4	4.9	7600	4.5
	Black: Caribbean	133	14.5	12.8	3.0	6300	3.7
	Black: Other	34	3.7	2.8	0.8	1400	0.8
	Asian	58	6.3	9.0	5.0	13800	8.1
	Mixed	79	8.6	6.9	3.4	6200	3.7
	Chinese & other	11	1.2	2.6	1.2	5400	3.2
	Refused	27	2.9	1.5	1.0		
Race	White	483	52.7				
	Black	258	28.2				
	Asian	58	6.3				
	Mixed	79	8.6				
	Other	11	1.2				
	Unknown	27	2.9				
Religion	Christian (all denominations)	342	54.4			105169	63.9
	Muslim	99	15.7			11314	6.8
	Hindu	1	0.2			1801	1.1
	Sikh	1	0.2			318	0.2
	Buddhist	8	1.3			1271	0.8
	Any Other Religion	15	2.4			713	0.4
	None	123	19.6			29148	17.6
	Do not wish to disclose	40	6.4			14196	8.6
	Unknown	291	-				
Disability*	Yes	364	39.6	28.3	26.5	24228	14.7
	No	527	57.3	65.2	70.0	141014	85.3
	Unknown	29	3.2	6.5	3.5		
Disability type**	Mental	183	50.3				
	Mobility	127	34.9				
	Chronic	75	20.6				
	Visual	22	6.0				
	Hearing	21	5.8				
	Learning	21	5.8				
	Autism	11	3.0				
	Other	44	12.1				

Data Sources:

SP Client Records (St Andrews University)

Population projections 2009, ONS

Ethnic projections 2009, ONS

2001 Census

Appendix Three

Breakdown of current H&F Providers by organisation type and specialism

Organisation Type	Number of organisations	No of organisations which are BME specialist provider	No of organisations which are specialist disability provider
Local Authority	5* *please note this refers to service area or team within LBHF	0	1
Registered Social Landlord or Registered Provider	10	0	
Voluntary not for profit	6	1	1
Charitable	2	0	
Private Company	1	0	
Other	1	0	

Number of current LBHF Housing Related Support services provided on the ground of protected characteristics. Please note this shows the numbers of services and not the number of units of support provided which can be seen in Appendix One.

	Number of current HRS services:
Age	Young People: 10 services Older People: 9 services
Disability	Learning Disability: 6 services Mental Health: 13 services Physical and Sensory Disability: 4 services
Sex	Female only: 4 services Male only: 2 services
Race	1 service
Religion	No services
Sexual orientation and civil partnership	1 service
Gender reassignment	No services
Pregnancy and maternity	No services

Appendix Four
Supporting People Outcomes achieved by service users by ethnic origin

ACHIEVING OUTCOMES	White British		White Irish		White Other		Black African		Black Caribbean		Black Other		Mixed		Asian		Chinese & Other	
	2010-11		2010-11		2010-11		2010-11		2010-11		2010-11		2010-11		2010-11		2010-11	
	Yes #	Yes %	Yes #	Yes %	Yes #	Yes %	Yes #	Yes %	Yes #	Yes %	Yes #	Yes %	Yes #	Yes %	Yes #	Yes %	Yes #	Yes %
Achieving Economic Wellbeing																		
Maximised income	140	83.8	30	93.8	29	93.5	61	88.4	63	84.0	21	87.5	42	82.4	28	90.3	3	75.0
Reduced debt	81	75.7	14	87.5	12	80.0	34	75.6	31	67.4	9	64.3	21	72.4	13	72.2	2	100.0
Now in paid work	12	27.3	0	0.0	4	44.4	2	6.1	8	28.6	3	23.1	7	36.8	1	33.3	1	50.0
Has participated in paid work	14	31.8	0	0.0	4	44.4	4	12.1	13	46.4	3	23.1	9	47.4	2	66.7	1	50.0
Enjoying and Achieving																		
Has participated in desired training or education	41	39.4	9	64.3	11	64.7	39	61.9	28	53.8	13	65.0	23	62.2	15	78.9	4	80.0
Has achieved qualification(s)	7	6.7	1	7.1	4	23.5	18	28.6	6	11.5	2	10.0	6	16.2	9	47.4	2	40.0
Has participated in leisure / cultural / faith / learning activities	60	80.0	17	85.0	11	73.3	32	74.4	28	77.8	8	80.0	14	70.0	13	92.9	2	66.7
Has participated in chosen work like activities	27	35.5	3	42.9	8	88.9	19	54.3	18	60.0	5	71.4	12	57.1	2	40.0	1	25.0
Has established contact with external services / groups	119	86.9	30	93.8	33	94.3	48	88.9	64	90.1	10	90.9	35	87.5	30	100.0	3	75.0
Has established contact with friends / families	79	57.7	17	53.1	19	54.3	35	64.8	45	63.4	7	63.6	24	60.0	16	53.3	3	75.0
Being healthy																		
Is managing physical health	100	82.6	21	84.0	20	80.0	46	83.6	46	82.1	16	100.0	26	76.5	28	93.3	4	100.0
Is managing mental health	77	79.4	19	73.1	16	84.2	24	70.6	31	81.6	6	54.5	19	70.4	14	87.5	2	66.7
Is managing substance misuse	55	62.5	13	72.2	10	76.9	12	52.2	28	73.7	7	53.8	10	71.4	3	75.0	0	
Is managing independence with assistive technology / aids	31	96.9	7	100.0	6	85.7	6	100.0	16	94.1	4	80.0	4	80.0	10	100.0	1	100.0
Staying Safe																		
Has maintained accommodation	75	68.2	22	88.0	19	100.0	41	69.5	30	57.7	13	76.5	32	78.0	12	85.7	1	33.3
Has secured settled accommodation	96	72.7	19	70.4	19	82.6	40	64.5	42	64.6	14	73.7	39	78.0	18	90.0	2	50.0
Has complied with statutory orders	34	69.4	10	62.5	4	100.0	9	69.2	18	75.0	6	85.7	10	90.9	0	0.0	0	
Is better managing self harm	21	72.4	9	0	3	75.0	5	100.0	8	88.9	2	100.0	4	80.0	0		2	100.0
Has avoided causing harm to others	19	70.4	1	50.0	2	100.0	3	42.9	9	60.0	3	60.0	3	75.0	1	100.0	0	
Has minimised harm / risk from others	46	83.6	15	88.2	10	90.9	16	76.2	20	83.3	6	85.7	14	82.4	5	100.0	2	66.7

Making a positive contribution																		
Developing and achieving choice and control / being involved	103	81.7	22	81.5	26	89.7	49	81.7	52	85.2	10	76.9	35	85.4	25	100.0	3	100.0

Appendix Five
Supporting People Outcomes achieved by service users by disability/no disability

ACHIEVING OUTCOMES	Disability		No Disability	
	2010-11		2010-11	
Achieving outcomes	Yes #	Yes %	Yes #	Yes %
Achieving Economic Wellbeing				
Maximised income	202	89.4	219	83.9
Reduced debt	94	77.0	122	73.1
Now in paid work	10	24.4	28	24.6
Has participated in paid work	11	26.8	39	34.2
Enjoying and Achieving				
Has participated in desired training or education	69	52.7	114	56.4
Has achieved qualification(s)	17	13.0	38	18.8
Has participated in leisure / cultural / faith / learning activities	96	75.6	89	81.7
Has participated in chosen work like activities	36	46.8	59	51.3
Has established contact with external services / groups	182	91.5	195	88.6
Has established contact with friends / families	124	62.3	124	56.4
Being healthy				
Is managing physical health	165	82.5	145	85.3
Is managing mental health	140	76.1	67	78.8
Is managing substance misuse	71	67.0	65	63.7
Is managing independence with assistive technology / aids	61	98.4	25	86.2
Staying Safe				
Has maintained accommodation	102	73.4	145	72.1
Has secured settled accommodation	114	67.5	178	75.1
Has complied with statutory orders	34	70.8	57	74.0
Is better managing self harm	36	85.7	19	82.6
Has avoided causing harm to others	20	64.5	20	64.5
Has minimised harm / risk from others	52	81.3	81	85.3
Making a positive contribution				
Developing and achieving choice and control / being involved	142	80.7	183	87.1

Equality Impact Analysis Initial Screening Tool with Guidance

Overview

This Tool has been produced to help you analyse the likelihood of impacts on the protected characteristics – including where people are represented in more than one – with regard to your new or proposed policy, strategy, function, project or activity. It has been updated to reflect the new public sector equality duty and should be used for decisions from 5th April 2011 onwards. It is designed to help you determine whether you may need to do a Full EIA. If you already know that your decision is likely to be of high relevance to equality, and/or be of high public interest, you should contact the Opportunities Manager, as s/he may recommend moving directly to a Full EIA.

General points

1. 'Due regard' means the regard that is appropriate in all the circumstances. In the case of controversial matters such as service closures or reductions, considerable thought will need to be given the equalities aspects.
2. Wherever appropriate, and in all cases likely to be controversial, the outcome of the EIA needs to be summarised in the Cabinet/Cabinet Member report and equalities issues dealt with and cross referenced as appropriate within the report.
3. Equalities duties are fertile ground for litigation and a failure to deal with them properly can result in considerable delay, expense and reputational damage.
4. Where dealing with obvious equalities issues e.g. changing services to disabled people/children, take care not to lose sight of other less obvious issues for other protected groups.

Timing, and sources of help

Case law has established that having due regard means analysing the impact, and using this to inform decisions, thus demonstrating a conscious approach and state of mind ([2008] EWHC 3158 (Admin), [here](#)). It has also established that due regard cannot be demonstrated after the decision has been taken. Your EIA should be considered at the outset and throughout the development of your proposal, through to the recommendation for decision. It should demonstrably inform, and be made available when the decision that is recommended. This tool contains guidance, and you can also access guidance from the EHRC [here](#). If you are analysing the impact of a budgetary decision, you can find EHRC guidance [here](#). Advice and guidance can be accessed from the Opportunities Manager: PEIA@lbhf.gov.uk or ext 3430.

Initial Screening Equality Impact Analysis Tool

Section 01	Details of Initial Equality Impact Screening Analysis			
Financial Year and Quarter	2011 to 2015			
Name of policy, strategy, function, project, activity, or programme	Ravenscourt Park Café Tender 2011			
Q1 What are you looking to achieve?	To award management contract for Ravenscourt Park Cafe			
Q2 Who in the main will benefit?	Park users and the Council			
	Age	Service in the café will comply with the requirements of the Equality Act 2010 in respect of this protected characteristic	M	+
	Disability	Service in the café will comply with the requirements of the Equality Act 2010 in respect of this protected characteristic	H	+
	Gender reassignment	Service in the café will comply with the requirements of the Equality Act 2010 in respect of this protected characteristic	L	+
	Marriage and Civil Partnership	Service in the café will comply with the requirements of the Equality Act 2010 in respect of this protected characteristic	L	+
	Pregnancy and maternity	Service in the café will comply with the requirements of the Equality Act 2010 in respect of this protected characteristic	M	+

	Race	Service in the café will comply with the requirements of the Equality Act 2010 in respect of this protected characteristic	L	+
	Religion/belief (including non-belief)	Service in the café will comply with the requirements of the Equality Act 2010 in respect of this protected characteristic	L	+
	Sex	Service in the café will comply with the requirements of the Equality Act 2010 in respect of this protected characteristic	M	+
	Sexual Orientation	Service in the café will comply with the requirements of the Equality Act 2010 in respect of this protected characteristic	L	+
<p>Human Rights and Children's Rights Will it affect Human Rights, as defined by the Human Rights Act 1998? No</p> <p>Will it affect Children's Rights, as defined by the UNCRC (1992)? No</p>				
Q3 Does the policy, strategy, function, project, activity, or programme make a positive contribution to equalities?	Yes			
Q4 Does the policy, strategy, function, project, activity, or programme actually or potentially contribute to or hinder equality of	No			

**opportunity, and/or
adversely impact human
rights?**

Equality Impact Analysis Initial Screening Tool with Guidance

Overview

This Tool has been produced to help you analyse the likelihood of impacts on the protected characteristics – including where people are represented in more than one – with regard to your new or proposed policy, strategy, function, project or activity. It has been updated to reflect the new public sector equality duty and should be used for decisions from 5th April 2011 onwards. It is designed to help you determine whether you may need to do a Full EIA. If you already know that your decision is likely to be of high relevance to equality, and/or be of high public interest, you should contact the Opportunities Manager, as s/he may recommend moving directly to a Full EIA.

General points

1. 'Due regard' means the regard that is appropriate in all the circumstances. In the case of controversial matters such as service closures or reductions, considerable thought will need to be given the equalities aspects.
2. Wherever appropriate, and in all cases likely to be controversial, the outcome of the EIA needs to be summarised in the Cabinet/Cabinet Member report and equalities issues dealt with and cross referenced as appropriate within the report.
3. Equalities duties are fertile ground for litigation and a failure to deal with them properly can result in considerable delay, expense and reputational damage.
4. Where dealing with obvious equalities issues e.g. changing services to disabled people/children, take care not to lose sight of other less obvious issues for other protected groups.

Timing, and sources of help

Case law has established that having due regard means analysing the impact, and using this to inform decisions, thus demonstrating a conscious approach and state of mind ([2008] EWHC 3158 (Admin), [here](#)). It has also established that due regard cannot be demonstrated after the decision has been taken. Your EIA should be considered at the outset and throughout the development of your proposal, through to the recommendation for decision. It should demonstrably inform, and be made available when the decision that is recommended. This tool contains guidance, and you can also access guidance from the EHRC [here](#). If you are analysing the impact of a budgetary decision, you can find EHRC guidance [here](#). Advice and guidance can be accessed from the Opportunities Manager: PEIA@lbhf.gov.uk or ext 3430.

Initial Screening Equality Impact Analysis Tool

Section 01	Details of Initial Equality Impact Screening Analysis
Financial Year and Quarter	2011/02
Name of policy, strategy, function, project, activity, or programme	Contract for the Management, maintenance and development of tennis centres in the borough New project
Q1 What are you looking to achieve?	Aim to outsource tennis delivery both facilities and operations to dedicated tennis providers. The Council recognises that it remains the body responsible for the service. The contractor would need to take needs into account when carrying out the service, for example, the needs of a disabled people who may require information about the service in a different format to non-disabled people.
Q2 Who in the main will benefit?	<p>Analyse the impact of the policy on the protected characteristics (including where people / groups may be in more than one protected characteristic). You should use this to determine whether the policy will have a positive/neutral/negative impact and whether it is of low/medium/high relevance to equality.</p> <p>You should also use this section when your policy may not be relevant to one or more protected characteristics. If this applies, case law has established that you must give your reasoning. It is not sufficient to state 'N/A' without saying why.</p> <p>Information: protected characteristics and PSED The public sector equality duty (PSED) states that in the exercise of our functions, we must have due regard to the need to:</p> <ul style="list-style-type: none"> ▪ Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited under the Act; ▪ Advance equality of opportunity between people who share a protected characteristic and those who do not; and ▪ Foster good relations between people who share a protected characteristic and those who do not. <p>Having due regard for advancing equality involves:</p> <ul style="list-style-type: none"> ▪ Removing or minimising disadvantages suffered by people due to their protected characteristics;

- Taking steps to meet the needs of people from protected groups where these are different from the needs of other people; and
- Encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low

The Act states that meeting different needs involves taking steps to take account of disabled people's disabilities. It describes fostering good relations as tackling prejudice and promoting understanding between people from different groups. It states that compliance with the duty may involve treating some people more favourably than others.

Age	Service users would be restricted access to target specific audience groups such as encourage junior tennis sessions. The contractor would provide its services in line with Equality Act requirements, and this EIA notes that those under 18 are not protected under the Act by this protected characteristic at present.	L	+
Disability	The facilities are all wheelchair accessible however as tennis is physical sport, some disabled people may not be able to take part in the same way as non-disabled people. The contractor would provide its services in line with Equality Act requirements and would have to consider reasonable adjustments, as an example	M	-
		M	+
Gender reassignment	The tennis contractor would provide a service in line with the Equality Act 2010. This can include restricting participation of a transsexual person in a sport, game, or competitive activity but only if this is necessary in a particular case to secure fair competition or for the safety of other competitors. S195 of the Act is relevant in these cases. In such a case, it would be of high relevance to the protected characteristic and it might be regarded as negative for an individual or group but it is permitted under the Act. The service provider would still provide services in line its other obligations under the Act and could not, for example, repeatedly ask for a person's Gender Recognition Certificate and could not discriminate by requesting that a person in their chosen identity of female, uses the male toilets. This example of provision of goods, services and facilities is of high relevance to this protected characteristic and is positive	H	-
		H	+

	Marriage and Civil Partnership	The tennis contractor would provide a service in line with the legal requirements of the Equality Act 2010 and not offer access or terms that are different for married people, to those in a civil partnership	L	+
	Pregnancy and maternity	The project does not affect pregnancy and maternity or alter current its provisions for this group. The contractor would provide its services in line with Equality Act requirements and could not, for example, ask a woman who is breastfeeding to leave or to do it elsewhere	L	+
	Race	<p>It is considered that improvements to the tennis Facility will have a positive impact on race including due regard to PSED (above). Operators will develop a programme specific targeting BME groups as traditionally participation in tennis by BME groups is low. .</p> <p>The project does not discriminate on the basis of race – it promotes good relations between people from ethnic groups.</p> <p>For those who do not participate in physical activity, the decision is of low relevance but officers hope that the improvements will encourage take-up amongst this group. Thus, the overall relevance is varied (low to high), dependant on whether groups use the facilities and is positive overall.</p>	L	+
	Religion/belief (including non-belief)	The contract does not affect any religion or belief or alter current provisions. The contractor would provide its services in line with Equality Act requirements	L	+
	Sex	<p>S195 of the Equality Act sets out an exception to provisions for men and women that may apply in relation to a competitive sport, game, or other activity, where physical strength, stamina, or physique are significant factors in determining success or failure. in such cases, the Act permits separate events to be organised for men and for women. this would be of high relevance to the protected characteristic of Sex, and may be viewed as positive or negative by individuals, this will depends on the views of individuals but it is permitted under the Act.</p> <p>The contractor would have to carry out its other functions with regard to its other obligations under the Act and could not, for example, provide men or</p>	H	+ or -

	women with inferior services in contrast to the other sex.		
Sexual Orientation	The contract does not affect sexual orientation or alter current provisions. The contractor would provide its services in line with Equality Act requirements	L	+
<p>Human Rights and Children's Rights</p> <p>Will it affect Human Rights, as defined by the Human Rights Act 1998? No</p> <p>Will it affect Children's Rights, as defined by the UNCRC (1992)? No</p>			
<p>Q3 Does the policy, strategy, function, project, activity, or programme make a positive contribution to equalities?</p>	<p>Does this provide an opportunity to promote equality? Use your reasoning from Q2 to state why. Yes</p> <p>The project will engage operators to actively increase participation from groups traditionally excluded or have barriers to tennis. As side from a dedicated period that tennis courts will be available for community use, each operator is required to deliver an outreach programme of tennis that encourages participation from all level of tennis abilities and provision of coaches that have met minimum LTA qualification to teach tennis to customers who may not have previously have had access to this sport due to not having a structured learning programme at an affordable rate.</p> <p>Furthermore, capital investment by the operator shall improve the site and ensure that reasonable physical access to the facility are maintained or improved.</p>		
<p>Q4 Does the policy, strategy, function, project, activity, or programme actually or potentially contribute to or hinder equality of opportunity, and/or adversely impact human</p>	<p>No</p> <p>If the answer here is 'yes', then it is necessary to go ahead with a Full Equality Impact Analysis. You should also consider a Full Equality Impact Analysis if your decision is likely to be of high relevance to equality, and/or be of high public interest.</p>		

Equality Impact Analysis Initial Screening Tool with Guidance

Overview

This Tool has been produced to help you analyse the likelihood of impacts on the protected characteristics – including where people are represented in more than one – with regard to your new or proposed policy, strategy, function, project or activity. It has been updated to reflect the new public sector equality duty and should be used for decisions from 5th April 2011 onwards. It is designed to help you determine whether you may need to do a Full EIA. If you already know that your decision is likely to be of high relevance to equality, and/or be of high public interest, you should contact the Opportunities Manager, as s/he may recommend moving directly to a Full EIA.

General points

1. 'Due regard' means the regard that is appropriate in all the circumstances. In the case of controversial matters such as service closures or reductions, considerable thought will need to be given the equalities aspects.
2. Wherever appropriate, and in all cases likely to be controversial, the outcome of the EIA needs to be summarised in the Cabinet/Cabinet Member report and equalities issues dealt with and cross referenced as appropriate within the report.
3. Equalities duties are fertile ground for litigation and a failure to deal with them properly can result in considerable delay, expense and reputational damage.
4. Where dealing with obvious equalities issues e.g. changing services to disabled people/children, take care not to lose sight of other less obvious issues for other protected groups.

Timing, and sources of help

Case law has established that having due regard means analysing the impact, and using this to inform decisions, thus demonstrating a conscious approach and state of mind ([2008] EWHC 3158 (Admin), [here](#)). It has also established that due regard cannot be demonstrated after the decision has been taken. Your EIA should be considered at the outset and throughout the development of your proposal, through to the recommendation for decision. It should demonstrably inform, and be made available when the decision that is recommended. This tool contains guidance, and you can also access guidance from the EHRC [here](#). If you are analysing the impact of a budgetary decision, you can find EHRC guidance [here](#). Advice and guidance can be accessed from the Opportunities Manager: PEIA@lbhf.gov.uk or ext 3430.

Initial Screening Equality Impact Analysis Tool

Section 01	Details of Initial Equality Impact Screening Analysis			
Financial Year and Quarter	2011/12 4 th quarter & 2012/13			
Name of policy, strategy, function, project, activity, or programme	Parks Capital Projects 2011/12 and 2012/13			
Q1 What are you looking to achieve?	The aim is to deliver the aims of the Parks & Open Spaces strategy to improve the quality of life for all people in Hammersmith and Fulham through the provision of award winning parks and open spaces that are clean, green, safe and sustainable.			
Q2 Who in the main will benefit?	The present and future users of the borough's parks & open spaces, including local residents of all ages will benefit from the projects.			
	Age	<p>The borough's parks & open spaces are open to all age groups.</p> <p>New playground facilities will cater to a wider age range of age groups than is currently the case, as this will increase from 0 to 15 years.</p> <p>Improvements to paths at Eel Brook Common and other sites listed in the assets survey will enable people with mobility difficulties linked to age move around parks and open spaces more easier.</p>	L	+
	Disability	<p>Improvements to paths, improved paving surfaces and modern accessible gates will enable people with mobility difficulties linked to age move around parks and open spaces more easier.</p> <p>The playgrounds will be accessible to disabled children with several facilities catering to a range of disabled needs however, not all equipment will be suitable for all abilities. Radar key locks will be incorporated where necessary. Inclusive play equipment is being incorporated in the schemes including wheelchair accessible roundabouts, sand play, double width</p>	H	+

	slides and imaginary play. Sites are designed to be inclusive but not all equipment in each site is suitable for all children. All levels of ability are catered for.		
Gender reassignment	The projects are of low relevance to, and will have a neutral impact on, this protected characteristic. Parks & Open Spaces are public open space that anyone has the right to use.	L	/
Marriage and Civil Partnership	The projects are of low relevance to, and will have a neutral impact on, this protected characteristic. Parks & Open Spaces are public open space that anyone has the right to use.	L	/
Pregnancy and maternity	The improvements to paths mean parks will be more accessible to those with reduced mobility, which may be the case during the latter stages of pregnancy, and also to those with small infants. The improvements will be of medium relevance to, and have a positive impact on, this protected characteristic	M	+
Race	The projects are of low relevance to, and will have a neutral impact on, this protected characteristic. Parks & Open Spaces is a public open space that anyone has the right to use.	L	/
Religion/belief (including non-belief)	The project do not affect any religion or belief or alter current provisions, and so it is of low relevance to, and will have a neutral impact on, this protected characteristic. The parks & open spaces are public open space that anyone has the right to use.	L	/
Sex	The play improvements will be positive for those with caring responsibilities, who are more likely to be women, who may use the parks & open spaces to take out their children, for example. The parks & open spaces are public open space that anyone has the right to use.	M	+
Sexual Orientation	The projects are of low relevance to, and will have a neutral impact on, this protected characteristic.. The parks & open spaces are public open space that anyone has the right to use.	L	/

Human Rights and Children's Rights

Will it affect Human Rights, as defined by the Human Rights Act 1998?

No

Will it affect Children's Rights, as defined by the UNCRC (1992)?

	<p>Yes. It will have a positive impact on the following, especially those in bold:</p> <ul style="list-style-type: none"> ▪ The right to life, survival and development ▪ Health and welfare rights, including rights for disabled children, the right to health and health care, and social security ▪ The right to education, leisure, culture and the arts
<p>Q3 Does the policy, strategy, function, project, activity, or programme make a positive contribution to equalities?</p>	<p>Yes</p> <p>Improvements will improve access around certain parks & open spaces, and will be particularly positive for children, disabled adults and children (although not all equipment will be accessible), pregnant women and those with small infants, and those with caring responsibilities (more likely to be women). Further, this builds very strongly on the RSD action from the DES (Disability Equality Scheme, no 43), which aimed to redevelop at least two park play areas to be fully accessible for disabled children. When complete, this will make a further 4 park play areas accessible, and not only two as per the original commitment.</p>
<p>Q4 Does the policy, strategy, function, project, activity, or programme actually or potentially contribute to or hinder equality of opportunity, and/or adversely impact human rights?</p>	<p>No</p>

Equality Impact Analysis Full Tool with Guidance

Overview

This Tool has been produced to help you analyse the likelihood of impacts on the protected characteristics – including where people are represented in more than one – with regard to your new or proposed policy, strategy, function, project or activity. It has been updated to reflect the new public sector equality duty and should be used for decisions from 5th April 2011 onwards. It is designed to help you analyse decisions of high relevance to equality, and/or of high public interest.

General points

1. 'Due regard' means the regard that is appropriate in all the circumstances. In the case of controversial matters such as service closures or reductions, considerable thought will need to be given the equalities aspects.
2. Wherever appropriate, and in all cases likely to be controversial, the outcome of the EIA needs to be summarised in the Cabinet/Cabinet Member report (section 08 of this tool) and equalities issues dealt with and cross referenced as appropriate within the report.
3. Equalities duties are fertile ground for litigation and a failure to deal with them properly can result in considerable delay, expense and reputational damage.
4. Where dealing with obvious equalities issues e.g. changing services to disabled people/children, take care not to lose sight of other less obvious issues for other protected groups.

Timing, and sources of help

Case law has established that having due regard means analysing the impact, and using this to inform decisions, thus demonstrating a conscious approach and state of mind ([2008] EWHC 3158 (Admin), [here](#)). It has also established that due regard cannot be demonstrated after the decision has been taken. Your EIA should be considered at the outset and throughout the development of your proposal, through to the recommendation for decision. It should demonstrably inform, and be made available when the decision that is recommended. This tool contains guidance, and you can also access guidance from the EHRC [here](#). If you are analysing the impact of a budgetary decision, you can find EHRC guidance [here](#). Advice and guidance can be accessed from the Opportunities Manager: PEIA@lbhf.gov.uk or ext 3430.

Full Equality Impact Analysis Tool

Overall Information	Details of Full Equality Impact Analysis
Financial Year and Quarter	2011/12 Q3
Name and details of policy, strategy, function, project, activity, or programme	<p>Title of EIA: The Review of Resident Involvement and the Levy in LBHF</p> <p>The Residents Involvement Review commenced on the September 2011.</p> <p>The proposal in the Cabinet report is designed to improve and deliver good practice of the Councils Resident Involvement Strategy. This will include the removal of the Levy and implementation of the five methods of involvement;</p> <ul style="list-style-type: none"> ▪ Improving local area ▪ Improving customer service ▪ Making documents easier to understand ▪ Training for residents with difficulties ▪ TRA/Hammersmith and Fulham Federation of Tenants and Residents Associations
Lead Officer	<p>Name: Jo Rowlands Position: Assistant Director Housing and Regeneration Department Email: jo.rowlands@lbhf.gov.uk Telephone No: 0208-753- 1313</p>
Date of completion of final EIA	19 January 2012

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Section 02	Scoping of Full EIA
Plan for completion	<p>Timing December 2011 and January 2012 Resources Officer Time Lead Officer Jo Rowlands</p>

What is the policy, strategy, function, project, activity, or programme looking to achieve?

The proposal in the Cabinet report that presents the revised Resident Involvement Strategy will improve the Councils direct liaison and engagement with its residents and with the existing resources negate the need to have a direct levy on rents.

The Residents' Involvement Strategy and its principles will be used as to drive continuous improvement, quality assurance and value for money to ensure our services are effective and efficient. Specifically, the principles are underpinned by five mechanisms, which are analysed here as they are the methods by which the Strategy will be delivered (e.g. when the Council discharges its functions).

Information: Protected characteristics and the Public Sector Equality Duty

The Public Sector Equality Duty (PSED) states that in the exercise of our functions and services, we must have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited under the Act;
- Advance equality of opportunity between people who share a protected characteristic and those who do not; and
- Foster good relations between people who share a protected characteristic and those who do not.

To ensure that we are achieving the above requirements we must;

- Remove or minimise disadvantages suffered by people due to their protected characteristics;
- Take steps to meet the needs of people from protected groups where these are different from the needs of other people; and
- Encourage people from protected groups to participate in public life or in other activities where their participation is disproportionately low

The Act states that meeting different needs involves taking steps to take account of disabled people's disabilities. It describes fostering good relations as tackling prejudice and promoting understanding between people from different groups. It states that compliance with the duty may involve treating some people more favourably than others.

Age	Analysis of impact on age including due regard to PSED (above).		
	Pre-consultation diversity data shows the following in terms of breakdown for		

age:

age group	households	percent
16 to 24	441	4%
25 to 34	1,417	11%
35 to 44	2,330	19%
45 to 54	2,785	22%
55 to 64	1,945	16%
65 to 74	1,728	14%
74+	1,726	14%
unknown	115	1%
	12,487	100%

Removal of the Levy

The removal of the levy will have a positive impact on all ages as the 25p per week charge will not be paid as part of the weekly rent and will not be a small weekly outgoing for employed residents resulting in a positive impact and neutral impact for those on Housing Benefit. The resources provided to implement the strategy and assist residents become involved will not be affected due to the removal of the levy as existing resources will be used.

L +

Improving local area and improving customer service

Information: It is evident that younger residents are less likely to be involved in the Council's Resident Involvement agenda. We have 15% of tenants between the age of 16-34 and the strategy will ensure that we target this section of the community. During the consultation sessions it was apparent that this age group was not represented and residents above 34 were well represented. Those that are under the age of 16 years are too young to be legally protected here, and so they are additionally included under Children's Right. There will be proactive action taken to encourage younger residents to become involved and have a voice in how services are delivered.

H +

	<p>Making documents easier to understand</p> <p>The strategy provides an opportunity for a wide range of communication and consultation mechanisms that will attract different ages including a readers panel. By targeting younger people, their views on how to communicate with this section of the community will have a positive impact on Resident Involvement. Providing documents in various forms e.g. large print will assist older people and people with visual impairments to participate effectively. These improvements will also assist those of all ages with literacy issues.</p> <p>Work with TRAs</p> <p>Traditionally residents involved in TRAs are over 34 years; however as already highlighted proactive work will take place to involve younger residents and this in turn will be a positive impact.</p> <p>There is a lack of data on the Protected Characteristics of residents that are currently involved and the proposed strategy will address this by monitoring the diversity of those that become and are currently involved.</p>	H	+
	Disability	<p>Analysis of impact on disability including due regard to PSED (above).</p> <p>The Equality Act 2010 states that meeting different needs involves taking steps to take account of disabled people's disabilities. It describes fostering good relations as tackling prejudice and promoting understanding between people from different groups. It states that compliance with the duty may involve treating some people more favourably than others.</p> <p>The Act also places a statutory duty on public bodies to make reasonable adjustments for disabled people.</p> <ul style="list-style-type: none"> • Demonstrate how you have attempted to address what barriers disabled 	

		<p>people might face, and how the policy could help remove them.</p>		
		<p>Tenants and Disability Census 2011 data gives 14.66% as the percentage of residents who consider themselves to have a Limiting Long-Term Illness. For further context, 4.93% of the borough identified themselves as permanently sick/disabled (2001 Census). However, this does not directly correspond to a disability as is defined by the Equality Act 2010, as the question in the census did not ask respondents if they were registered disabled. The review will encourage residents with disabilities to engage in focus groups and other forms of involvement mechanisms, which will have their views taken into consideration.</p> <p>Removal of Levy</p> <p>The removal of the levy will have a positive impact on residents with disabilities as the 25p per week charge will not be paid as part of the weekly rent and will not be a small weekly outgoing for employed residents resulting in a positive impact and neutral impact for those on Housing Benefit. The resources provided to implement the strategy and assist residents become involved will not be affected due to the removal of the levy as existing resources will be used.</p> <p>Improving Local area</p> <p>The coordination and planning of meetings takes into consideration venue accessibility issues. Regeneration programmes will actively seek the views of disabled residents to ensure that their voices are heard and have an impact in the overall delivery of the programme. This is evident in the development of the Tudor Rose Community centre where accessibility is at the forefront of the newly built facility. The strategy has identified working with Sheltered Housing Schemes where disabilities are more common due to the age of the residents and will proactively take forward any agreed actions that they perceive as a concern. The strategy demonstrates that the council will take steps to take account of disabled people's disabilities.</p> <p>Improving Customer Service</p>		L
	H	+		

	<p>With the introduction of the Repairs Working Group and the Local Residents Panel residents' views, ideas for improvements and general concerns will allow dialogue to take place with this group. By liaising with the Equalities Champions Group, where disabled people are also represented this will assist in providing expertise and first hand knowledge of how to improve services for this section of the community.</p> <p>There are also plans to hold focus groups and workshops to support the understanding of residents and specific characteristics will be approached to take on board their concerns and use them to improve service delivery. Overall the proposal is designed to meet the needs and improve the quality of life for all residents that receive a service from Housing and Regeneration and Department.</p>	H	+
	<p>Making documents easier to understand</p> <p>Documents will be produced with additional improvements provided by the readers' panel and through other mechanisms. Currently information is produced in plain English, and Braille, easy read format and large print are provided on request. The strategy will provide additional methods of communication that will address any gaps that are identified through the proposed involvement mechanisms and is of high relevance and will have a positive impact on disabled people.</p>	H	+
	<p>Training for Residents with difficulties</p> <p>The strategy will have a positive impact on this group. Through the Local Residents' Panel with representation on this forum of disabled residents and through additional mechanisms lessons learnt will feed into this structure. By monitoring the complaints and how they are resolved will provide the council with learning techniques that will assist in improving the complaints process acknowledge the issues disabled residents experience and improve the services provided.</p> <p>Work with TRAs</p>	H	+

		With the proposal of an administrative resource to support TRAs and the strategy it will assist TRAs comply with legal requirements and regulations, keep up to date with good practice, legal requirements and regulations relating to disability and other protected characteristics.	H	+
	Gender reassignment	<p>Analysis of impact on gender reassignment including due regard to PSED .</p> <p>Research relating to LGBT (lesbian, gay, bisexual, transgender) population estimates notes that:</p> <p><i>In 2005, the Department for Trade and Industry published a figure of 6% as the percentage of LGBT people in the general population as part of its research in relation to new equalities legislation. The number of LGBT people in London is thought to be anywhere between 6% and 10% of the total population, increased by disproportionate levels of migration. This equates to an urban population of between 450,000 and 750,000 people.</i></p> <p>[Kairos in Soho: p27, 2007]</p> <p>This estimate does include LGB as well as trans, and so it is not precise. There are no official statistics as data on this group is not routinely collected (e.g. through the Census). None of the proposed mechanisms has, so far, emerged as a particular relevance to, or as having a particular impact on, this protected characteristic. However, we are consulting on the Residents' Involvement Strategy and welcome views</p> <p>Removal of Levy</p> <p>The removal of the levy will have a positive impact on all residents as the 25p per week charge will not be paid as part of the weekly rent and will not be a small weekly outgoing for employed residents resulting in a positive impact and neutral impact for those on Housing Benefit. The resources provided to implement the strategy and assist residents become involved will not be affected due to the removal of the levy as existing resources will be used.</p>	L	/
				L

	Marriage and Civil Partnership	<p>Analysis of impact on marriage and civil partnership including due regard to PSED.</p> <p>The principles and mechanisms, and the removal of the levy are not services that are being provided to people with this protected characteristic on particular grounds and so marriage and civil partnership is not relevant or applicable in this case.</p>	N/A	N/A																																																					
	Pregnancy and maternity	<p>Analysis of impact on pregnancy and maternity including due regard to PSED (above).</p> <p>Data is not collected on this group in Housing. However, ONS data for 2010, detailing live births by usual area of residence, gives the following data (numbers and percentages):</p> <table border="1"> <thead> <tr> <th colspan="9">Age of mother at birth</th> </tr> <tr> <th>All ages</th> <th>Under 18</th> <th>Under 20</th> <th>20-24</th> <th>25-29</th> <th>30-34</th> <th>35-39</th> <th>40-44</th> <th>45+</th> </tr> </thead> <tbody> <tr> <td>2,773</td> <td>18</td> <td>69</td> <td>300</td> <td>521</td> <td>964</td> <td>740</td> <td>165</td> <td>14</td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th colspan="9">Age of mother at birth</th> </tr> <tr> <th>All Ages</th> <th>Under 18</th> <th>Under 20</th> <th>20-24</th> <th>25-29</th> <th>30-34</th> <th>35-39</th> <th>40-44</th> <th>45+</th> </tr> </thead> <tbody> <tr> <td>63.6</td> <td>8.6</td> <td>19.9</td> <td>40.2</td> <td>51.1</td> <td>107.3</td> <td>100.6</td> <td>27.0</td> <td>2.7</td> </tr> </tbody> </table> <p>Removal of the Levy The removal of the levy will have a positive impact on women with this protected characteristic as the 25p per week charge will not be paid as part of the weekly rent and will not be a small weekly outgoing for employed residents resulting in a positive impact and neutral impact for those on Housing Benefit. The resources provided to implement the strategy and assist residents become involved will not be affected due to the removal of the levy as existing resources will be used.</p>	Age of mother at birth									All ages	Under 18	Under 20	20-24	25-29	30-34	35-39	40-44	45+	2,773	18	69	300	521	964	740	165	14	Age of mother at birth									All Ages	Under 18	Under 20	20-24	25-29	30-34	35-39	40-44	45+	63.6	8.6	19.9	40.2	51.1	107.3	100.6	27.0	2.7	L
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	<p>Improving local area and improving customer service The coordination and planning of meetings takes into consideration venue accessibility issues, and these include baby changing facilities and times of day when people are able to attend, which might need to be after school has started for those mothers with small babies and other children. Regeneration programmes will actively seek the views of all residents and ask women their views on issues pertinent to them in order that pregnant and breastfeeding women's needs are taken into account</p> <p>Making documents easier to understand This will not necessarily be of high relevance to women with this protected characteristic, albeit any improvements to make our communications easier to understand will benefit all residents.</p> <p>Training for residents with difficulties This is not relevant to this protected characteristic.</p> <p>Work with TRAs This will not necessarily be of high relevance women with this protected characteristic but they will benefit from the general improvements in the service.</p>	H	+																											
		L	/																											
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Race	Analysis of impact on race including due regard to PSED.																													
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Indian	84	1%
any other Asian	306	2%
Chinese	24	0%
White & black Caribbean	249	2%
White & black African	131	1%
White & Asian	65	1%
any other mixed background	73	1%
Other	734	6%
Prefer not to say	41	0%
Unknown	1,714	14%
	12,487	100%

The proposals will have a positive impact on BME households as the Resident Involvement strategy will proactively take steps by using various methods to engage with this group. Approximately 40% of combined ethnicity BME categories above shows a disproportionately higher number of residents in these tenancies as compared to the Borough Profile, where total White is 77.83% (meaning that BME is 22.17% for the Borough). This is a difference 17.83 percentage points. Aiming to increase participation from BME residents will have a positive effect on this group, and residents of all races will be encouraged to participate in order to promote good relations.

Improving Local area

It is essential that all groups have a voice and the approach to Minor Estates Improvements as outlined in the strategy will encourage residents of all race groups to participate in the improvement of their local area. This will have a positive impact on this group. By encouraging access to all community groups, this will assist in widening the diversity and involvement of wider residents. With the design of Local Offers, and with the involvement of wider representation of residents in developing these, this will assist the department in learning about the expectations of this group and what the department can actually offer as an inclusive service to all residents.

Improving Customer Services

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With the introduction of the Repairs Working Group and the Local Residents Panel residents' views, ideas for improvements and general concerns will allow dialogue to take place with this group. By liaising with the Equalities Champions Group and other forums where people of all races are also represented will assist in providing expertise and first hand knowledge of how to improve services for all section of the community.

There are also plans to hold focus groups and workshops as required to support residents to take on board their concerns and use them to improve service delivery. It has not emerged during consultation, that this has a specific relationship to any race group. Overall the proposal is designed to meet the needs and improve the quality of life for all residents that receive a service from the Housing and Regeneration Department.

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Training for Residents with difficulties

Through the Local Residents Panel and with positive engagement with this section of the community it will provide a more diverse representation and in turn the strategy will have a positive impact on all race groups.

H

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By monitoring complaints and how they are resolved will provide the council with learning techniques that will assist in improving the complaints process and improve the services provided.

Work with TRAs

With the proposal of an administrative resource to support TRAs and the strategy it will assist TRAs comply with legal requirements and regulations, keep up to date with good practice, legal requirements and regulations relating to disability and other protected characteristics. The strategy has also proposed that by monitoring the diversity of those that become and are currently involved will be a core activity and identify areas that need to be addressed that may be of relevance to one or more race groups.

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Removal of Levy

The removal of the levy will have a positive impact on all race groups with this protected characteristic as the 25p per week charge will not be paid as part of

	<p>the weekly rent and will not be a small weekly outgoing for employed residents resulting in a positive impact and neutral impact for those on Housing Benefit. The resources provided to implement the strategy and assist residents become involved will not be affected due to the removal of the levy as existing resources will be used.</p>	L	+																																			
	<p>Religion/belief (including non-belief)</p> <p>Analysis of impact on religion including due regard to PSED (above).</p> <p>The information on religion and tenants is as follows:</p> <table border="1"> <thead> <tr> <th>Faith</th> <th>households</th> <th>percent</th> </tr> </thead> <tbody> <tr> <td>Christian</td> <td>427</td> <td>3%</td> </tr> <tr> <td>Muslim</td> <td>206</td> <td>2%</td> </tr> <tr> <td>Jewish</td> <td>1</td> <td>0%</td> </tr> <tr> <td>Hindu</td> <td>2</td> <td>0%</td> </tr> <tr> <td>Buddhist</td> <td>2</td> <td>0%</td> </tr> <tr> <td>Sikh</td> <td>1</td> <td>0%</td> </tr> <tr> <td>not say</td> <td>33</td> <td>0%</td> </tr> <tr> <td>other</td> <td>22</td> <td>0%</td> </tr> <tr> <td>no religion</td> <td>106</td> <td>1%</td> </tr> <tr> <td>unknown</td> <td>11,687</td> <td>94%</td> </tr> <tr> <td></td> <td>12,487</td> <td>100%</td> </tr> </tbody> </table> <p>Improving Local area It is essential that all groups have a voice and the approach to Minor Estates Improvements as outlined in the strategy will encourage residents of all race groups to participate in the improvement of their local area. This will have a positive impact on this group. Encouraging access to all religious groups will assist in widening the diversity and involvement of wider residents.</p> <p>Improving Customer Services The introduction of the Repairs Working Group and the Local Residents Panel will encourage views on improving services which may be relevant to religious groups. The Equalities Champions Group will assist in providing expertise and suggestions for improving services for all section of the community. There are</p>	Faith	households	percent	Christian	427	3%	Muslim	206	2%	Jewish	1	0%	Hindu	2	0%	Buddhist	2	0%	Sikh	1	0%	not say	33	0%	other	22	0%	no religion	106	1%	unknown	11,687	94%		12,487	100%	H
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	<p>also plans to hold focus groups and workshops to support the understanding of residents to take on board their concerns and use them to improve service delivery. Overall the proposal is designed to meet the needs and improve the quality of life for all residents that receive a service from the Housing and Regeneration Department.</p> <p>Training for Residents with difficulties Through the Local Residents Panel and with positive engagement with this section of the community it will provide a more diverse representation and in turn the strategy will have a positive impact on all religious groups. By monitoring complaints, the Council will have live information on issues that may be of relevance to religious groups, and will be able to address them.</p> <p>Work with TRAs With the proposal of an administrative resource to support TRAs and the strategy it will assist TRAs comply with legal requirements and regulations, keep up to date with good practice, legal requirements and regulations relating to disability and other protected characteristics. The strategy has also proposed that by monitoring the diversity of those that become and are currently involved will be a core activity and identify areas that need to be addressed that may be of relevance to one or more race groups.</p> <p>Removal of Levy The removal of the levy will have a positive impact on all religious groups with this protected characteristic as the 25p per week charge will not be paid as part of the weekly rent and will not be a small weekly outgoing for employed residents resulting in a positive impact and neutral impact for those on Housing Benefit. The resources provided to implement the strategy and assist residents become involved will not be affected due to the removal of the levy as existing resources will be used</p>	L	+
	<p>Sex</p> <p>Analysis of impact on sex including due regard to PSED (above)</p> <p>In H&F there are 165,242 adults, of whom 78,993 (48%) are male and 86,249 (52%) are female. The household data is as follows</p>	L	+

gender	households	percent
female	7,641	61%
male	4,845	39%
unknown	1	0%
	12,487	100%

Through the consultation process and the series of meetings and workshops held both men and women were equally represented. Given that women are disproportionately represented in the household data (by 9 percentage points), this means that there is a possibility we may not have proportionately captured their views. This has also been demonstrated in the make up of tenants that have submitted applications to be members of the Residents Panels.

Where a gap in representation is identified the strategy will assist in addressing this gap, which will be positive.

Improving local area and improving customer service

During consultation, it did not emerge that any improvements under this method of involvement was of any particular relevance to men or to women, although the improvements will benefit both sexes.

L +

Making documents easier to understand

This will not be of high relevance to men and women, but it will have a small positive benefit in terms of making our information easier for all residents. .

L +

Work with TRAs

During consultation, it did not emerge that any improvements under this method of involvement was of any particular relevance to men or to women, although the improvements will benefit both sexes.

L +

Removal of Levy

The removal of the levy will have a positive impact on all men and women

		(women proportionately more so than men) as the 25p per week charge will not be paid as part of the weekly rent and will not be a small weekly outgoing for employed residents resulting in a positive impact and neutral impact for those on Housing Benefit. The resources provided to implement the strategy and assist residents become involved will not be affected due to the removal of the levy as existing resources will be used.	M	+
	Sexual Orientation	<p>Analysis of impact on sexual orientation including due regard to PSED (above)</p> <p>Research relating to LBGT (lesbian, gay, bisexual, transgender) population estimates notes that:</p> <p><i>In 2005, the Department for Trade and Industry published a figure of 6% as the percentage of LGBT people in the general population as part of its research in relation to new equalities legislation. The number of LGBT people in London is thought to be anywhere between 6% and 10% of the total population, increased by disproportionate levels of migration. This equates to an urban population of between 450,000 and 750,000 people.</i></p> <p>[Kairos in Soho: p27, 2007]</p> <p>This estimate does include trans as well as LGB, and so it is not precise. There are no official statistics as data on this group is not routinely collected (e.g. through the Census). None of the proposed mechanisms has, so far, emerged as a particular relevance to, or as having a particular impact on, this protected characteristic.</p> <p>Removal of Levy</p> <p>The removal of the levy will have a positive impact on all residents as the 25p per week charge will not be paid as part of the weekly rent and will not be a small weekly outgoing for employed residents resulting in a positive impact and neutral impact for those on Housing Benefit. The resources provided to implement the strategy and assist residents become involved will not be affected due to the removal of the levy as existing resources will be used.</p>	L	/

<p>Human Rights and Children's Rights</p> <p>Will it affect Human Rights, as defined by the Human Rights Act 1998? No</p> <p>Will it affect Children's Rights, as defined by the UNCRC (1992)? No</p>				

Section 03	Analysis of relevant data and/or undertake research
Documents and data reviewed	<p>Data provided through I –World system collected from tenants' information of the head of household and enhanced over the years from the Status Survey and Diversity surveys.</p> <p>Kairos in Soho, <i>London's LGBT Voluntary Sector Infrastructure Project</i>, 2007</p> <p>Census 2001</p> <p>Live Births by Usual Area of Residence, 2010 (From table 2a: http://www.ons.gov.uk/ons/publications/reference-tables.html?edition=tcm%3A77-222793)</p>
New research	No New Research

Section 04	Undertake and analyse consultation
Consultation	<p>Consultation commenced with residents on the 6th of January and concludes on the 27th of January. Details of consultation findings are outlined in the Resident Involvement Strategy and forms part of the Cabinet Report</p> <p>Consultation on the Removal of the Tenants Levy is included in the consultation period outlined above..</p>
Analysis	<p>What did you learn from your consultation about your proposed or existing policy relation to the protected characteristics and/or human and children's rights?</p> <p>The development of the strategy has included and highlighted the views and concerns residents have raised</p>

	<p>during the consultation process. This has been defined under the five mechanisms;</p> <ul style="list-style-type: none"> ▪ Improving Local Area ▪ Improving Customer Service ▪ Making documents easier to understand ▪ Training for residents with difficulties ▪ Work with Tenants and Residents Associations <p>The assessment has outlined the impact the proposals will have on each protected characteristic and the degree of relevance applied.</p>
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Section 05	Analysis of impact and outcomes
Analysis	<p>What has your consultation and analysis of data shown?</p> <ul style="list-style-type: none"> ▪ The independent review of Resident Involvement found that the current arrangements for Resident Involvement, including the Tenants Levy, 'Fall short of Best Practice' ▪ The Council must improve its direct engagement with its residents and can do this with existing resources negating the need to have a direct Levy on rents. <p>There is no evidence of lawful or unlawful discrimination.</p>

Section 06	Reducing any adverse impacts
Outcome of Analysis	There are no adverse impacts

Section 07	Action Plan
Action Plan	An action plan to the Resident Involvement Strategy will be developed.

Section 08	Agreement, publication and monitoring
Chief Officer sign-off	Name: Position: Email: Telephone No:
Key Decision Report	Date of report to Cabinet/Cabinet Member: 5 March 2012 Confirmation that key equalities issues found here have been included: Yes
Opportunities Manager for advice and guidance only	Name: Carly Fry Position: Opportunities Manager Date advice / guidance given: 19 January 2012 Email: PEIA@lbhf.gov.uk Telephone No: 020 8753 3430