

H&F Equality Impact Analysis Tool

Conducting an Equality Impact Analysis

An EqIA is an improvement process which helps to determine whether our policies, practices, or new proposals will impact on, or affect different groups or communities. It enables officers to assess whether the impacts are positive, negative, or unlikely to have a significant impact on each of the protected characteristic groups.

The tool has been updated to reflect the new public sector equality duty (PSED). The Duty highlights three areas in which public bodies must show compliance. It states that a public authority must, in the exercise of its functions, have due regard to the need to:

- 1. Eliminate discrimination, harassment, victimisation, and any other conduct that is prohibited under this Act;**
- 2. Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;**
- 3. Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.**

Whilst working on your Equality Impact Assessment, you must analyse your proposal against the three tenets of the Equality Duty.

General points

1. In the case of matters such as service closures or reductions, considerable thought will need to be given to any potential equality impacts. Case law has 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, it should demonstrably inform the decision, and be made available when the decision is recommended.
2. Wherever appropriate, the outcome of the EIA should 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.
5. 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 Equality Officer for support.
6. Further advice and guidance can be accessed from the separate guidance document (on the intranet) or [ACAS - EIA](#). Or you can contact the councils Equalities Lead (see below).

Equality Lead: Fawad Bhatti (Policy & Strategy)

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| Overall Information | Details of Full Equality Impact Analysis |
| Financial Year and Quarter | 1 st Quarter 2018 |
| Name and details of policy, strategy, function, project, activity, or programme | <p>CONTRACT AWARD FOR RAPID ELECTRIC VEHICLE CHARGING CONTRACT – SCRUBS LANE CAR PARK</p> <p>To approve the recommendation in the report titled – Contract Award for Rapid Electric Vehicle Charging Contract - Scrubs Lane Car Park – Part A and B.</p> |
| Lead Officer | <p>Name: Richard Hearle Position: Parking Projects and Policy Manager Email: richard.hearle@lbhf.gov.uk Telephone No: 020 8753 4651</p> |
| Date of completion of final EIA | 12/06/2018 |

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| Section 02 | Scoping of Full EIA | | |
| Plan for completion | Timing: June 2018 Resources: Parking Projects and Policy Team | | |
| Analyse the impact of the policy, strategy, function, project, activity, or programme | There are no proposed changes to the existing operation of parking. As a result of the overall works, there may be benefits associated with certain groups and not others as detailed below: | | |
| | Protected characteristic | Analysis | Impact: |
| | Age | N/A | Neutral |
| | Disability | N/A | Neutral |
| | Gender reassignment | N/A | Neutral |
| | Marriage & Civil Partnership | N/A | Neutral |
| | Pregnancy & | N/A | Neutral |

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| | maternity | | |
| | Race | N/A | Neutral |
| | Religion/belief | N/A | Neutral |
| | Gender | N/A | Neutral |
| | Sexual Orientation | N/A | Neutral |
| <p>Human Rights or 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)? No</p> | | | |

No comments received from the statutory consultation.

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| Section 03 | Analysis of relevant data Examples of data can range from census data to customer satisfaction surveys. Data should involve specialist data and information and where possible, be disaggregated by different equality strands. |
| Documents and data reviewed | Contract documents and Call-Off Contract tender procedures |
| New research | N/A |

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| Section 04 | Consultation |
| Consultation | Traffic Order Procedure. No comments received from the statutory consultation. |
| Analysis of consultation outcomes | None required |

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| Section 05 | Analysis of impact and outcomes |
| Analysis | N/A |

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| Section 06 | Reducing any adverse impacts and recommendations |
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| Outcome of Analysis | N/A |
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| Section 07 | Action Plan |
| Action Plan | N/A |

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| Section 08 | Agreement, publication and monitoring |
| Chief Officers' sign-off | Name: Chris Bainbridge Position: Head of Transport Policy and Network Management Email: chris.bainbridge@lbhf.gov.uk Telephone No: 0208 753 3354 |
| Key Decision Report (if relevant) | Date of report to Cabinet/Cabinet Member: 10/06/2018 Key equalities issues have been included: Yes/No |
| Equalities Lead (where involved) | Name: Chris Bainbridge (ACTING) Position: Head of Transport Policy and Network Management Email: chris.bainbridge@lbhf.gov.uk Telephone No: 0208 753 3354 |