

Appendix 2 - H&F Equality Impact Analysis Tool



Conducting an Equality Impact Analysis

An EIA 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 is informed by the [public sector equality duty](#) which came into force in April 2011. 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 the Equality Act 2010**
- 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 these three tenets.

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 Strategy & Communities team for support.

Further advice and guidance can be accessed online and on the intranet:

<https://www.gov.uk/government/publications/public-sector-equality-duty>

<https://officesharedservice.sharepoint.com/sites/Governance/SitePages/Reports.aspx>

H&F Equality Impact Analysis Tool

Overall Information	Details of Full Equality Impact Analysis
Financial Year and Quarter	22/23
Name and details of policy, strategy, function, project, activity, or programme	Title of EIA: Early Intervention Strategy (new) Short summary: The Early Intervention Strategy outlines our approach to working together to support all children, young people, and their families at the earliest opportunity from universal services through to targeted support where necessary. Through the implementation of this strategy, all partners in the local area commit to improved integrated and partnership working to ensure we have an efficient and effective whole system approach to create services which keep children safe, support them to thrive and ensure every child fulfils their potential.
Lead Officer	Name: Alistair Ayres Position: Head of Programmes, Children's Commissioning Email: Alistair.Ayres@lbhf.gov.uk Telephone No: 020 8753 3994
Date of completion of final EIA	20/06/2022

Section 02	Scoping of Full EIA						
Plan for completion	Timing: N/A Resources: N/A						
Analyse the impact of the policy, strategy, function, project, activity, or programme	<p>Analyse the impact of the policy on the protected characteristics (including where people / groups may appear in more than one protected characteristic). You should use this to determine whether the policy will have a positive, neutral, or negative impact on equality, giving due regard to relevance and proportionality.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">Protected characteristic</th> <th style="width: 60%;">Analysis</th> <th style="width: 20%;">Impact: Positive, Negative, Neutral</th> </tr> </thead> <tbody> <tr> <td>Age</td> <td>The vision of the strategy is to ensure every child, young person and family is happy, healthy and has the opportunity to thrive, supported by an effective community network. This vision is embedded in practice and demonstrated at each life stage throughout the strategy.</td> <td style="text-align: center;">Positive</td> </tr> </tbody> </table>	Protected characteristic	Analysis	Impact: Positive, Negative, Neutral	Age	The vision of the strategy is to ensure every child, young person and family is happy, healthy and has the opportunity to thrive, supported by an effective community network. This vision is embedded in practice and demonstrated at each life stage throughout the strategy.	Positive
Protected characteristic	Analysis	Impact: Positive, Negative, Neutral					
Age	The vision of the strategy is to ensure every child, young person and family is happy, healthy and has the opportunity to thrive, supported by an effective community network. This vision is embedded in practice and demonstrated at each life stage throughout the strategy.	Positive					

Disability	Our approach adopts inclusion in its widest sense, including children and young people with SEND.	Positive
Gender reassignment	There is no anticipated impact in relation to gender reassignment	Neutral
Marriage and Civil Partnership	There is no anticipated impact in relation to marriage and civil partnership	Neutral
Pregnancy and maternity	The Strategy aims to transform outcomes for children and young people including from pre-birth. Therefore, the strategy commits to develop the role of Maternity and Community Champions including upskilling the workforce, and outlines our ambition to integrate maternity, midwifery and local authority early years and health visiting services to improve user experience and support provided	Positive
Race	Strategy specifically aims to address disproportionality and to be fully inclusive. Our services commit to value and demonstrate our respect for diversity, and to reach into communities to deliver support in the right way for all families to encourage greater engagement.	Positive
Religion/belief (including non-belief)	There is no anticipated impact in relation to religion/belief	Neutral
Sex	There is no anticipated impact in relation to sex	Neutral
Sexual Orientation	There is no anticipated impact in relation to sexual orientation	Neutral

Human Rights or Children’s Rights

If your decision has the potential to affect Human Rights or Children’s Rights, please contact your Equality Lead for advice

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

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	Early Years Outcomes Dashboard From pregnancy to children aged 5 (foundationyears.org.uk) CHLDRN - Local and national data on childhood vulnerability Children's Commissioner for England (childrenscommissioner.gov.uk) Child and Maternal Health - Data - OHID (phe.org.uk) H&F Young Adults Joint Strategic Needs Assessment (lbhf.gov.uk) Joint Strategic Needs Assessment 2013-2014.pdf (lbhf.gov.uk) Growing-up-in-HF-Final 2020-11-13-145504.pdf (yhff.org.uk)
New research	N/A

Section 04	Consultation
Consultation	<p>In line with the H&F priority of doing things with residents not to them, the Early Intervention Strategy has been extensively co-produced with partners across the borough. This was led by a core working group of key stakeholders including North West London CCG, West London NHS Trust, Central London Community Healthcare NHS Trust, Children's Commissioning, Education, Early Years, Family Support, Family Assist, Youth Justice Service, Public Health, Youth Voice and Young Hammersmith and Fulham Foundation. All partners were involved in drafting the strategy and supported review and feedback throughout its development.</p> <p>To inform development, a series of workshops were held to agree our partnership principles, understand how each service will be represented in the strategy and to further embed our joint working approach. This included consultation with voluntary and community sector organisations through the Young Hammersmith and Fulham Foundation Local Leaders Network. Members also supported by reviewing and providing feedback during development of the strategy.</p> <p>We also consulted with young people through a menti-meter survey to ask about their experiences living in H&F, who/where they would go to for help, and what is important to them about how they receive support. We also worked closely with the Youth Voice Coordinator to utilise recent existing feedback from young people to make sure we were listening and responding to what they had already told us they want across our services.</p>

	<p>Following approval by the Children’s Leadership Team and Cabinet Member for Children and Education, the Strategy was launched for public consultation in June 2022 via the ‘H&F Have Your Say’ platform.</p> <p>The consultation was shared via the Children’s Services staff newsletter, school staff zone newsletter, the H&F website, ParentsActive forum, GP forum, health channels, and Young Hammersmith & Fulham Foundation membership. Additionally, information on the consultation was shared with parents and young people through in person engagement sessions and with Young Hammersmith & Fulham Foundation members through a virtual forum hosted in July 2022.</p>
Analysis of consultation outcomes	<p>The consultation was seen by 235 people, however the total number of responses received was low despite efforts by all members of the project group to publicise the activity. 13 responses were received from professionals, parents and carers, and were largely positive in nature. Due to the extensive effort to frontload engagement across the local area during the development of the strategy, this response rate demonstrates that the strategy already reflects comments received throughout the process of co-production.</p> <p>A report of consultation responses received can be found here: 1 Have Your Say Of Early Intervention Strategy 28 February 22 To 24 July 22 Survey Responses Full.pdf</p>

Section 05	Analysis of impact and outcomes
Analysis	The consultation did not raise any comments in relation to protected characteristics.

Section 06	Reducing any adverse impacts and recommendations
Outcome of Analysis	The feedback received did not identify any adverse impacts and therefore no changes have been made in this regard

Section 07	Action Plan
Action Plan	<p>Note: You will only need to use this section if you have identified actions as a result of your analysis</p> <p>To be completed following closure of the planned consultation in July 2022</p>

	Issue identified	Action (s) to be taken	When	Lead officer and department	Expected outcome	Date added to business/service plan
	N/A	N/A	N/A	N/A	N/A	N/A

Section 08	Agreement, publication and monitoring
Senior Managers' sign-off	Name: Sarah Bright Position: Assistant Director Children's Commissioning Email: sarah.bright@lhb.gov.uk Telephone No: 07768251218
Key Decision Report (if relevant)	Date of report to Cabinet/Cabinet Member: 10 / 10 / 2022 Key equalities issues have been included: Yes. No equalities issues identified.
Equalities Advice (where involved)	Name: N/A Position: N/A Date advice / guidance given: N/A Email: N/A Telephone No: N/A