

## Appendix 1 - 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
<b>Financial Year and Quarter</b>	Time of completion of EIA: <b>2022/23 Q4</b> Time period of the proposed service: <b>23/24 Q1 to 25/26 Q4</b>
<b>Name and details of policy, strategy, function, project, activity, or programme</b>	<p>Title of EIA:</p> <p>Specialist Co-Located IDVA Service and Criminal Justice Case Progression Performance and Review Coordination Service Award Report</p> <p>Short summary:</p> <p>The procurement strategy proposed to bring together three existing contracts to procure an enhanced specialist co-located Independent Domestic Violence Advocacy (IDVA) service to support women experiencing domestic abuse who are accessing Homelessness services, Children's Social Care, and/or the Criminal Justice System in Hammersmith &amp; Fulham. This is a joint commissioning proposal between Housing, Children's Services, and Community Safety.</p> <p>The procurement strategy is inclusive of two separate lots, intended to be issued as two contracts. The first lot is for the IDVA service provision itself, and the second lot is for a Case Progression service which supports the work of the</p>

Criminal Justice element of the specialist co-located IDVA service.

The procurement strategy proposed the contracts are for a minimum of 2 years, with the possibility of two 12-month extensions (4-year maximum contract length). The proposed contracts will commence on 1<sup>st</sup> April 2023 and will end on 31<sup>st</sup> March 2025, unless extended in which case the maximum contract end date is 31<sup>st</sup> March 2027. The proposed total contract value is £200,000 per annum for Lot 1 and £25,000 for Lot 2.

The procurement for these contracts was conducted using the open procedure via the CapitalESourcing portal and concluded on the 5<sup>th</sup> of December 2022. One tender was received for each lot and the outcome of the tender appraisal panel is as follows:

- Lot 1: the bid received did not pass the minimum requirements to award the contract and it is recommended that the contract is not awarded and is brought in-house
- Lot 2: the bid received passed the tender evaluation process and it is recommended that the tenderer (Standing Together Against Domestic Abuse) is awarded the contract

<b>Lead Officer</b>	Name: Caterina Giammarresi (Community Safety) Position: Victim Programmes Coordinator Email: <a href="mailto:caterina.giammarresi@lbhf.gov.uk">caterina.giammarresi@lbhf.gov.uk</a> Telephone No: 07554 222678
<b>Date of completion of final EIA</b>	10 <sup>th</sup> January 2023

<b>Section 02</b>	<b>Scoping of Full EIA</b>
<b>Plan for completion</b>	Timing: Resources:
<b>Analyse the impact of the policy, strategy, function, project, activity, or programme</b>	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.

	Protected characteristic	Analysis	Impact: Positive, Negative, Neutral
	Age	<p>The services are designed to provide direct support to all residents who are experiencing domestic abuse and are accessing Homelessness services, Children's Social Care services, and/or the Criminal Justice System, aged 16+ (in line with the UK legal definition of domestic abuse).</p> <p>The services align with the Domestic Abuse Act 2021 in also recognising children as victim/survivors and that support for children should be provided, including provision to train practitioners within Children's Social Care on how to safety plan with children and support children affected by Domestic Abuse.</p> <p>The services align with safeguarding policies relating to children, the</p>	<p>Neutral</p> <p>Positive</p> <p>Positive</p>

		proposal includes a dedicated specialist Independent Domestic Violence Advocate (IDVA) co-located within Children's Social Care who will support the non-abusive parent of children who are experiencing domestic abuse in the home.	
	Disability	<p>The services are aimed at all residents who are experiencing domestic abuse and are accessing Homelessness services, Children's Social Care services, and/or the Criminal Justice System, irrespective of Disability.</p> <p>IDVAs will work in partnership with specialist organisations such as SignHealth and Stay Safe East to deliver tailored support to survivors with disabilities.</p>	<p>Neutral</p> <p>Positive</p>

	Gender reassignment	<p>The services are inclusive of all residents who are experiencing domestic abuse and are accessing Homelessness services, Children's Social Care services, and/or the Criminal Justice System, irrespective of gender assumed or assigned at birth.</p> <p>IDVAs will work in collaboration with specialist services such as GALOP who can provide specialist support for trans+ victim/survivors of domestic abuse.</p>	<p>Neutral</p> <p>Positive</p>	
	Marriage and Civil Partnership	<p>The services are aimed at all residents who are experiencing domestic abuse and are accessing Homelessness services, Children's Social Care services, and/or the Criminal Justice System, irrespective of marriage and civil partnership.</p> <p>IDVAs will be knowledgeable around</p>	Neutral	

		how marriage and civil partnership can be used as a power dynamic to further abuse victim/survivors of Domestic Abuse and will deliver this training to practitioners in H&F.	Positive
	Pregnancy and maternity	<p>The services are aimed at all residents who are experiencing domestic abuse and are accessing Homelessness services, Children's Social Care services, and/or the Criminal Justice System, irrespective of pregnancy and maternity.</p> <p>IDVAs will be aware of the increased risk of Domestic Abuse during and following pregnancy and will be able to support victim/survivors through pregnancy and maternity.</p>	<p>Neutral</p> <p>Positive</p>
	Race	The services are aimed at all residents who are experiencing domestic abuse and are accessing Homelessness services, Children's	Neutral

		<p>Social Care services, and/or the Criminal Justice System, irrespective of Race.</p> <p>IDVAs will work in partnership with specialist organisations such as IKWRO, Al-Hasaniya, Southall Black Sisters, etc to ensure specialist, intersectional support related to race, ethnicity, culture, and identity can be delivered to survivors from global majority backgrounds who may face additional challenges.</p>	Positive
	Religion/belief (including non-belief)	The services are aimed at all residents who are experiencing domestic abuse and are accessing Homelessness services, Children's Social Care services, and/or the Criminal Justice System, irrespective of religion/belief.	<p>Neutral</p> <p>Positive</p>

	Sex	<p>The services are aimed at all residents who are experiencing domestic abuse and are accessing Homelessness services, Children's Social Care services, and/or the Criminal Justice System, regardless of sex. The services are gender informed and recognise that domestic abuse is disproportionately perpetrated against women and girls by men.</p> <p>As such, the service will recruit female applicants only as being female is deemed to be a genuine occupational requirement under Schedule 9, Paragraph 1 of the Equality Act 2010.</p> <p>The new proposed in-house IDVA service will offer support to survivors of any gender, including men and</p>	<p>Positive</p> <p>Positive</p>

		<p>non-binary individuals, which is a change from the previous contracts which offered support to women only. Currently in H&amp;F there is a gap in service in terms of IDVA provision for men (who are not LGBT+). While the service does not expect to see a large demand from male survivors, this will support to partially address this gap in service provision.</p>	Positive	
		<p>The focus of the service will remain to provide gender informed support to women, by women who are specialists in understanding Gender-Based Violence and Violence Against Women and Girls.</p>	Positive	

	Sexual Orientation	<p>The services are aimed at all residents who are experiencing domestic abuse and are accessing Homelessness services, Children's Social Care services, and/or the Criminal Justice System, irrespective of sexual orientation.</p> <p>IDVAs will work in collaboration with specialist services such as GALOP who can provide specialist support for LGBTQIA+ victim/survivors of domestic abuse.</p>	<p>Neutral</p> <p>Positive</p>
	<p><b>Human Rights or Children's Rights</b></p> <p>If your decision has the potential to affect Human Rights or Children's Rights, please contact your Equality Lead for advice</p> <p>Will it affect Human Rights, as defined by the Human Rights Act 1998?</p>		

	<p>No</p> <p>Will it affect Children's Rights, as defined by the UNCRC (1992)?</p> <p>No</p>
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<b>Section 03</b>	<p><b>Analysis of relevant data</b></p> <p>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.</p>
<b>Documents and data reviewed</b>	<p><b>Data from last year's contracts. Information refers to women only as the current service is only delivered to women.</b></p> <p><b>Housing IDVA (21/22)</b></p> <p>Total referrals engaged: 56 (97% of total contacted)</p> <p>BME Women engaged: 36 (64%)</p> <p>Sexual Orientation of Women Engaged:</p>

LGBT: 2 (4%)

Physically Disabled Women Engaged: 5 (9%)

Mental Health Needs: 25 (45%)

**Children's Social Care IDVA (21/22)**

Total referrals engaged: 57 (98% of total contacted)

BME Women engaged: 35 (61%)

Sexual Orientation of Women Engaged:

Heterosexual: 54 (95%)

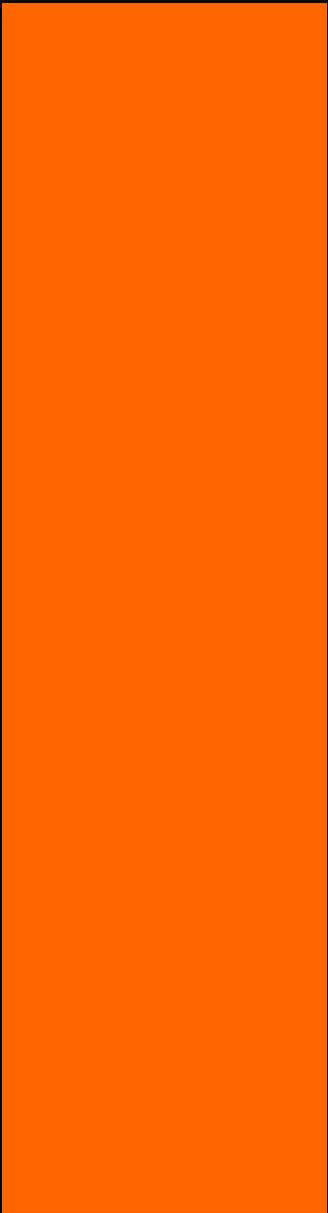
Bisexual: 1 (2%)

LGBT: 0

Non-Disclosed: 2 (3%)

Physically Disabled Women Engaged: 0

Mental Health Needs: 14 (25%)

**Criminal Justice IDVA (21/22)**

Total referrals engaged: 96 (83% of total contacted)

BME Women engaged: 37 (38%)

Sexual Orientation of Women Engaged:

Heterosexual: 93 (97%)

Bisexual: 0

LGBT: 2 (2%)

Not Disclosed: 1 (1%)

Physically Disabled Women Engaged: 4 (4%)

Mental Health Needs Women engaged: 35 (36%)

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### **Children's Social Care**

61% of people referred to Social Care with a Domestic Abuse need last year came from non White-British backgrounds:

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### **Criminal Justice**

43% of victim/survivors referred to the Criminal Justice IDVA last year came from non White-British backgrounds:

### **Housing**

67% of people who approached Housing with a Domestic Abuse need last year came from non- White-British backgrounds:

**The Domestic Abuse Act and new housing duties:**

	<p>Part 4 of the Act stipulates support must be provided to victims of domestic abuse, or their children, who reside in relevant accommodation, including:</p> <ol style="list-style-type: none"> <li>1. Advocacy support – development of personal safety plans, liaison with other services (for example, GPs and social workers, welfare benefit providers)</li> <li>2. Domestic abuse-prevention advice – assist victims to recognise the signs of abusive relationships, to help them remain safe (including online) and to prevent re-victimisation</li> <li>3. Specialist support for victims with protected characteristics and/or complex needs or facing multiple disadvantage</li> <li>4. Children’s support – including play therapy and child advocacy</li> <li>5. Housing-related support – providing housing-related advice and support, for example, securing a permanent home and advice on how to live safely and independently</li> <li>6. Counselling and therapy for both adults and children</li> </ol>
<b>New research</b>	<p>If new research is required, please complete this section</p> <p>N/A</p>

<b>Section 04</b>	<b>Consultation</b>
<b>Consultation</b>	<p>Stakeholder and survivor consultations were held in September 2022 and fed into the final service specification. Key stakeholders included: the police, community safety unit, children’s social care and early help services, Housing, Adult</p>

	<p>Safeguarding and specialist service providers: Advance, Standing Together Against Domestic Abuse, Hestia, Refuge, IKWRO, MEWSO, Al-Hasaniya, WGN</p> <p>The service specification also incorporated responses from the consultations which took place with survivors and stakeholders to develop H&amp;F's recent Ending VAWG Strategy.</p>
<b>Analysis of consultation outcomes</b>	<p>Key themes from the ending VAWG Strategy consultations highlighted:</p> <ul style="list-style-type: none"> <li>• The need for specialist, co-located support available in the community</li> <li>• The need for trauma-informed, holistic support</li> <li>• The need for specialist support for victims with protected characteristics and/or complex needs or facing multiple disadvantage must be provided.</li> </ul> <p>The service specification for the service will reflect this.</p>

<b>Section 05</b>	<b>Analysis of impact and outcomes</b>
<b>Analysis</b>	<p>The consultations highlighted the need for IDVA service provision to:</p> <ul style="list-style-type: none"> <li>• Advocate for equality and equal rights for survivors irrespective of their protected characteristics.</li> <li>• Trauma-informed support</li> <li>• The need for medium to high support</li> </ul>

	<ul style="list-style-type: none"> <li>• A range of support for victim/survivors</li> <li>• Robust training for team members so that they can confidently support women and children with protected characteristics and/or complex needs or facing multiple disadvantage</li> </ul>
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Section 06	Reducing any adverse impacts and recommendations
Outcome of Analysis	<p>The service specification for the Specialist Co-Located IDVA service will stipulate that anonymised information pertaining to victim/survivors regarding any protected characteristics and/or complex needs or facing multiple disadvantage are accurately recorded and reported on so that any trends or gaps can be identified at the earliest opportunity. Monitoring reports and steering groups will be quarterly from the start date of the contract.</p> <p>The service specification will also record:</p> <ul style="list-style-type: none"> <li>• Type of abuse (physical, sexual, emotional, psychological, coercive control, economic)</li> <li>• Additional VAWG experienced</li> <li>• Outcomes at exit (does the victim feel safer? is the victim at reduced risk? does the victim know how to access support in the future? Has their health and wellbeing improved etc)</li> </ul>

	<ul style="list-style-type: none"> <li>Case studies provided by service users</li> </ul>
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<b>Section 07</b>	<b>Action Plan</b>					
<b>Action Plan</b>	Note: You will only need to use this section if you have identified actions as a result of your analysis					
	Issue identified	Action (s) to be taken	When	Lead officer and department	Expected outcome	Date added to business/service plan

<b>Section 08</b>	<b>Agreement, publication and monitoring</b>					
<b>Senior Managers' sign-off</b>	Name: Neil Thurlow Position: Assistant Director of Community Safety, Resilience, and CCTV Considered at relevant DMT: TBC					

<b>Key Decision Report</b> <b>(if relevant)</b>	Date of report to Cabinet/Cabinet Member: 12 September 2022 Key equalities issues have been included: Yes
<b>Equalities Advice (where involved)</b>	Name: Position: Date advice / guidance given: Email: Telephone No: