

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:

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- 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.
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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://www.gov.uk/government/publications/public-sector-equality-duty)

[HTTPS://OFFICESHAREDSERVICE.SHAREPOINT.COM/SITES/GOVERNANCE/SITEPAGES/REPORTS.ASPX](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	Q3 23/24
NAME AND DETAILS OF POLICY, STRATEGY, FUNCTION, PROJECT, ACTIVITY, OR PROGRAMME	<p>TITLE OF EIA: OUR HOUSING OFFER TO YOUNG PEOPLE LEAVING_CARE</p> <p>Note: If your proposed strategy will require you to assess impact on staff, please consult your HR Relationship Manager.</p>
LEAD OFFICER	<p>NAME: SOPHIE VEITCH POSITION: COMMISSIONING AND TRANSFORMATION LEAD EMAIL: SOPHIE.VEITCH@LBHF.GOV.UK</p> <p>Telephone No: 07876855124</p>
DATE OF COMPLETION OF FINAL EIA	10 / 01 / 2024

SECTION 02	SCOPING OF FULL EIA
PLAN FOR COMPLETION	<p>TIMING: MARCH 2024 RESOURCES: CHILDREN'S COMMISSIONING, HOUSING MANAGEMENT, LEAVING CARE</p>
ANALYSE THE IMPACT OF THE POLICY, STRATEGY, FUNCTION, PROJECT, ACTIVITY, OR PROGRAMME	<p><i>The recommendation which will be reviewed at Cabinet in March proposes improving our housing offer as part of our commitment as corporate parents to support young people leaving our care by implementing the commitments of the Pan London Compact and agreeing the Joint Housing Protocol.</i></p> <p><i>The London Innovation and Improvement Alliance (LIIA), working to the Association of London Directors of Children's Services (ALDCS) have established The Pan London Care Leavers' Compact project. The Compact is intended to bring about a consistent pan London approach to support for care experienced young people, improving equity and access. The Compact achieves this by setting out a framework for developing consistency, breadth and quality in the support offered to London's care leavers. London local authorities are invited to demonstrate their commitment to Care Leavers by signing up to the Housing element of the compact.</i></p> <p><i>With LBHF now recognising 'care experience' as a protected characteristic, in acknowledgement of the disadvantage faced by many young people in and leaving the care system, signing up to the Compact and agreeing the Joint Housing Protocol furthers</i></p>

our support to the young people leaving our care. The transition to independent living is a challenging time for young people; by enhancing our housing offer and aligning ourselves with the Pan London Compact, we are ensuring that our care experienced young people receive consistent, collaborative support which will prepare them to live as a healthy and thriving adults.

Protected characteristic	Analysis	Impact: Positive, Negative, Neutral
Age	This proposal will particularly impact on young people who are currently looked after or leaving the care system, and the way in which they are supported by the local authority and other organisations.	Positive
Disability	No impact	Neutral
Gender reassignment	No impact	Neutral
Marriage and Civil Partnership	No impact	Neutral
Pregnancy and maternity	No impact	Neutral
Race	No impact	Neutral
Religion/belief (including non-belief)	No impact	Neutral
Sex	No impact	Neutral
Sexual Orientation	No impact	Neutral
Care experience	This proposal will enhance the support available to care experienced young people as they move on to adulthood, recognising the additional challenges care experienced young people face and the impact this may have of them securing and sustaining suitable housing.	Positive

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?

*Yes / **No***

	<p><i>Will it affect Children's Rights, as defined by the UNCRC (1992)?</i></p> <p>Yes/ No</p>
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SECTION 03	ANALYSIS OF RELEVANT DATA
DOCUMENTS AND DATA REVIEWED	<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> <p>The National Leaving Care Benchmarking Forum published the 'Survival is Not Easy' report in December 2022 evidenced the disadvantage faced by many care experienced young people and the additional support needed to prepare them for adulthood. It showed that of the 461 care experienced young people surveyed:</p> <p>45% were struggling to buy food, 40% were struggling to pay rent and 64% have increased their amount of debt as a result of the cost of living crisis. Only 15% have regular financial support (this shows how care experienced young people are in a different position to young people generally, in terms of having financial support and a financial 'safety net')</p> <p>The transition to independent living is often a challenging time for many young people, where they begin to manage their own budget fully for the first time, starting to pay bills and taxes etc. Care experienced young people are expected to become independent and self-sufficient considerably sooner than their non-care counterparts, and do not have access to financial support from their wider family or support network, hastening their transition to adulthood. All of these factors can make care leavers at greater risk of homelessness. As corporate parents, we want to make the transition to adult living as smooth as possible and support young people to move on in a timely, planned and supported manner, as well as ensuring that young people who are not able to move on in a planned way or sustain their tenancy are able to access appropriate support to prevent and alleviate homelessness.</p>
NEW RESEARCH	

SECTION 04	CONSULTATION
CONSULTATION	N/A
ANALYSIS OF CONSULTATION OUTCOMES	N/A

SECTION 05	ANALYSIS OF IMPACT AND OUTCOMES
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ANALYSIS	N/A
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SECTION 06	REDUCING ANY ADVERSE IMPACTS AND RECOMMENDATIONS
OUTCOME OF ANALYSIS	<i>No adverse impacts.</i>

SECTION 07	ACTION PLAN												
ACTION PLAN	<i>Note: You will only need to use this section if you have identified actions as a result of your analysis</i>												
	<table border="1"> <thead> <tr> <th><i>Issue identified</i></th> <th><i>Action (s) to be taken</i></th> <th><i>When</i></th> <th><i>Lead officer and department</i></th> <th><i>Expected outcome</i></th> <th><i>Date added to business/service plan</i></th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	<i>Issue identified</i>	<i>Action (s) to be taken</i>	<i>When</i>	<i>Lead officer and department</i>	<i>Expected outcome</i>	<i>Date added to business/service plan</i>						
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SECTION 08	AGREEMENT, PUBLICATION AND MONITORING
SENIOR MANAGERS' SIGN-OFF	NAME: SOPHIE VEITCH POSITION: COMMISSIONING AND TRANSFORMATION LEAD EMAIL: SOPHIE.VEITCH@LBHF.GOV.UK TELEPHONE NO: 07876855124 CONSIDERED AT RELEVANT DMT: YES
KEY DECISION REPORT (IF RELEVANT)	DATE OF REPORT TO CABINET: 04 / 03 / 2024 KEY EQUALITIES ISSUES HAVE BEEN INCLUDED: YES
EQUALITIES ADVICE (WHERE INVOLVED)	NAME: POSITION: DATE ADVICE / GUIDANCE GIVEN: EMAIL: TELEPHONE NO: