

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	Q2 / 2025/6
Name and details of policy, strategy, function, project, activity, or programme	Title of EIA: Carers Hub Procurement Strategy Short summary: Carers Network deliver a Carers Hub provision that deliver carers assessments including the assessment for personal budgets, information, advice guidance and peer support for unpaid carers in Hammersmith & Fulham. The service is for adults who care for other adults.
Lead Officer	Name: Lydia Sabatini Position: Programme Lead – Social Care Commissioning Email: Lydia.Sabatini@lbhf.gov.uk Telephone No: 07747 564694
Date of completion of final EIA	02/10/2026

Section 02	Scoping of Full EIA		
Plan for completion	Timing: Resources: BI data, Census data		
Analyse the impact of the policy, strategy, function, project, activity, or programme	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	According to August 2022 data from LBHF GP Practices: <ul style="list-style-type: none"> The largest proportion of known carer's are aged between 19-64 years (71%; 2,421/3,402). 	Positive

		<ul style="list-style-type: none"> 27% of carers (924/3,402) are aged 65 years and above. This is disproportionate to the population where 10.3% in the census are recorded as being 65+. Therefore our procurement will have a positive impact, as the new model will get people support faster, which for older and potentially more isolated people is particularly important. 	
	Disability	We have no information about disability profile of carers in H&F so conclusions cannot be drawn. In 2021, 7.4% of Hammersmith and Fulham residents were identified as being disabled and limited a lot. This figure decreased from 10.1% in 2011. These are age-standardised proportions.	Neutral- no change
	Gender reassignment	We have no information about gender reassignment status of carers in H&F so conclusions cannot be drawn.	Neutral- no change
	Marriage and Civil Partnership	We have no information about gender reassignment status of carers in H&F so conclusions cannot be drawn.	Neutral- no change
	Pregnancy and maternity	We have no information about gender reassignment status of carers in H&F so conclusions cannot be drawn.	Neutral- no change
	Race	<p>According to August 2022 data from LBHF GP Practices:</p> <ul style="list-style-type: none"> The largest proportion of known carer's are 'White' (61%; 2,080/3,402), this is similar to the overall proportion of registered and resident patients who are 'White' (60%) The largest ethnic minority group amongst carer's is 'Black or Black British' (15%; 524/3,402), this is greater than the overall proportion of registered and resident patients who are 'Black or Black British' (11%). Similarly 9% (291/3,402) of known carer's are 'Asian or Asian British', this is slightly greater than the overall proportion of registered and resident patients who are 'Asian or Asian British' (7%). 	Positive

	<ul style="list-style-type: none"> Patients who are 'Black or Black British' are disproportionately formal/informal carer's <p>According to data from Carers Network LBHF Contract Monitoring Jul - Sep 2023: This also shows that Black people in the borough are disproportionately likely to be carers, making up 25% of Carers Network users compared with making 12.3% of borough residents generally (according to 2021 census data) . Our new Carers Hub model will therefore have a positive impact on these ethnic groups and get them the support they need faster.</p>	
Religion/belief (including non-belief)	We have no information on the religion/belief status of carers in H&F so conclusions cannot be drawn.	Neutral- no change
Sex	<p>According to August 2022 data from LBHF GP Practices:</p> <ul style="list-style-type: none"> The largest proportion of known carer's are female (68%; 2,297/3,402). 32% (1,105/3,402) are male. <p>Females are therefore overrepresented compared with the general population of H&F which is 53% female and 47% male. Our new Carers Hub model will therefore have a positive impact on females and get them the support they need faster.</p>	Neutral- no change
Sexual Orientation	We have no information about sexual orientation status of carers in H&F so conclusions cannot be drawn.	Neutral- no change
Care Leavers	We have no information about care leaver status of carers in H&F so conclusions cannot be drawn.	Neutral- no change

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

	<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
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>Carer’s demographic data from Primary Care Sources, August 2022 - Tahrima Choudhury Health Population Analyst Census Data 2021, Office of National Statistics How life has changed in Hammersmith and Fulham: Census 2021 (ons.gov.uk)</p>
New research	If new research is required, please complete this section

Section 04	Consultation
Consultation	Details of consultation findings (if consultation is required. If not, please move to section 06)
Analysis of consultation outcomes	

Section 05	Analysis of impact and outcomes
Analysis	<p>What has your consultation (if undertaken) and analysis of data shown? You will need to make an informed assessment about the actual or likely impact that the policy, proposal, or service will have on each of the protected characteristic groups by using the information you have gathered. The weight given to each protected characteristic should be proportionate to the relevant policy (see guidance).</p>

Section 06	Reducing any adverse impacts and recommendations
Outcome of Analysis	No adverse impact on any groups. Groups who are disproportionately likely to be unpaid carers will experience a positive change as our new model will conduct Carers Assessments quicker to get them the support they need more quickly.

Section 07	Action Plan					
Action Plan	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

Section 08	Agreement, publication and monitoring
Senior Managers' sign-off	Name: Johan Van Wijgerden Position: Strategic Commissioner Email: johan.vanwijgerden@lbhf.gov.uk Telephone No: Considered at relevant DMT:
Key Decision Report (if relevant)	Date of report to Cabinet/Cabinet Member: 27 / 10 / 2026 Key equalities issues have been included: Yes/No
Equalities Advice (where involved)	Name: Position: Date advice / guidance given: Email: Telephone No: