

## 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  | Q3 / 2024  |
| Name and details of policy, strategy, function, project, activity, or programme | <p>Title of EIA: Procurement of a <b>H&amp;F Tier 2 Weight Management service</b></p> <p>Short summary:</p> <p>Approval is sought in the procurement strategy to procure a new contract.</p> <p>Local authorities have a legislated duty to take appropriate steps to improve the health of the people who live in their area, and to provide facilities for the prevention or treatment of illness. This covers a range of public health services, including effective multi-component lifestyle weight management services. These services are often referred to as Tier 2 services, aimed to change behaviour to reduce energy consumption and encourage physical activity<sup>1</sup>. Tier 2 services are part of a stepped approach to obesity prevention, with different ‘tiers’ of services commissioned at local, regional and national levels (Figure 1).</p> <p>This service will be adult-specific (for those aged 18 and over) and provide appropriate provision depending on the life stage of the service user.</p> <p>This report seeks approval of the procurement strategy which sets out the intention to tender for the delivery of a high quality and ruthlessly efficient, Tier 2 Weight Management service.</p> |
| Lead Officer  | <p>Name: Charis Champness<br/>           Position: Programme Lead<br/>           Email: <a href="mailto:charis.champness@lbhf.gov.uk">charis.champness@lbhf.gov.uk</a><br/>           Telephone No: 07554222722</p>  |
| Date of completion of final EIA   | 03 / 10 / 2024   |

| Section 02          | Scoping of Full EIA   |
|---------------------|---|
| Plan for completion | <p>Timing: 2024-2025</p> <p>Resources:<br/>           Public Health Commissioners</p> |

<sup>1</sup> [1 \(nice.org.uk\)](http://nice.org.uk)

**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:<br>Positive,<br>Negative,<br>Neutral |
|--------------------------------|--|--|
| Age                            | The Tier 2 weight management service will positively impact adults in our borough as currently there is a gap in provision for adult support services around weight management. Flexible delivery (in- person, digital, hybrid) supports working- age adults and older adults; content adapted to life- stage (e.g., retirement, long- term condition management).   | Positive                                     |
| Disability                     | No specific differential impacts have been identified at this stage of award. No adverse impacts are anticipated   | Neutral                                      |
| Gender reassignment            | At this stage of award, no specific differential impacts have been identified. We do not anticipate adverse effects  | Neutral                                      |
| Marriage and Civil Partnership | At this stage of award, no specific differential impacts have been identified. We do not anticipate adverse effects  | Neutral                                      |
| Pregnancy and maternity        | At this stage of award, no specific differential impacts have been identified. We do not anticipate adverse effects  | Neutral                                      |
| Race                           | <p>The proposed model will widen targeted work with people who are less likely to engage with services, which includes Black, Asian and Multi Ethnic groups. The outreach conducted through the navigation service will be targeted and culturally competent.</p> <p>Furthermore, H&amp;F would like to ensure a compassionate and holistic approach to services that are provided to support adults to reach a healthy weight, in a safe and sustainable manner. As there are already several public, private and community services provided in H&amp;F supporting residents in achieving a healthy lifestyle, the provider will build upon the current provision and partner with our communities and services to deliver a multi-component, whole systems approach</p> | Positive                                     |

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|  |  | <p>model that delivers:</p> <ul style="list-style-type: none"> <li>• A Universal, non-clinical, healthy lifestyle service that is offered to all adults (18+) with a body mass index (BMI) of 30 kg/m<sup>2</sup> or more (or 27.5 kg/mg<sup>2</sup> for people with a South Asian, Chinese, other Asian, Middle Eastern, Black African or African-Caribbean family background<sup>2</sup>), to support with reaching a healthy weight</li> <li>• Targeted support for residents who experience health inequities and experience greater barriers to achieving a healthy weight</li> <li>• Specialist services including culturally appropriate dietetic and health coaching support to assist with developing care plans tailored to individual needs.</li> </ul> <p>Similarly, our Tier 2 weight management service will be aiming to address health inequalities through targeted outreach and have culturally competent solutions.</p> |         |
|  | Religion/belief (including non-belief)         | At this stage of award, no specific differential impacts have been identified. We do not anticipate adverse effects  | Neutral |
|  | Sex  | At this stage of award, no specific differential impacts have been identified. We do not anticipate adverse effects  | Neutral |
|  | Sexual Orientation                             | At this stage of award, no specific differential impacts have been identified. We do not anticipate adverse effects  | Neutral |
|  | Care Experienced as a Protected Characteristic | At this stage of award, no specific differential impacts have been identified. We do not anticipate adverse effects  | Neutral |
| <p><b>Human Rights or Children’s Rights</b><br/>         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> |  |  |         |

<sup>2</sup> [Recommendations | Obesity: identification, assessment and management | Guidance | NICE](#)

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|  | <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>           | <b>Analysis of relevant data</b>   |
| 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>At this award stage, we have not included additional datasets in the EIA. The service's equality effects will be evidenced through contract monitoring described in the report, including performance meetings and reporting mechanisms.</p> |
| <b>New research</b>         | If new research is required, please complete this section  |

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| <b>Section 04</b>                        | <b>Consultation</b>  |
| <b>Consultation</b>                      | <p>Themes from consultation to date have informed the specification; further resident input will occur during mobilisation, led by the successful provider</p> <p>Through significant consultation, it has been highlighted that residents want more accessible and holistic services. Residents have told us how important knowledge, advice and support around food while highlighting that terminology of food needs to be carefully considered to ensure positive change and reduce harmful effects in relation to diet culture. That language needs to be culturally appropriate, and the service needs to be competent to adapt to the individual's needs. Finally, residents have told us that they want people to be able to be empowered and confident to make decisions.</p> <p>This feedback will be utilised when writing the service specification to ensure these thoughts are captured, and as the successful bidder moves into the contract mobilisation period they will be required to consult with residents as they shape their local service offer.</p> |
| <b>Analysis of consultation outcomes</b> | Ongoing  |

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| <b>Section 05</b> | <b>Analysis of impact and outcomes</b>  |
| <b>Analysis</b>   | 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). |

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| <b>Section 06</b>          | <b>Reducing any adverse impacts and recommendations</b> |
| <b>Outcome of Analysis</b> | No adverse impacts are anticipated.                     |

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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 |
|                    |  | Continue stakeholder consultation and integrate emerging themes into the final service specification and mobilisation activities. |      |                             | Ensures resident feedback (e.g., accessible, holistic service; culturally appropriate language) fully informs final implementation. |                                     |
|                    |  | Review the EIA during mobilisation and again in year 1 of delivery to   |      |                             | Keeps the EIA current without committing to new workstreams.  |                                     |

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|  |  | update it with service user and provider insights.   |  |  |  |  |
|  |  | Use themes from consultation — including preferences for culturally appropriate language and holistic support — to shape communications and onboarding materials.              |  |  |  | Mobilisation reflects the feedback already collected.            |
|  |  | During mobilisation, confirm that the service offer responds to the positive impacts identified for adults (18+) and racially minoritised communities as described in the EIA. |  |  |  | Clear evidence trail for “due regard” based on existing impacts. |
|  |  | During mobilisation, the provider will outline how culturally competent  |  |  |  | Assurance that delivery matches stated expectations.             |

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|  |  | service elements (as described in the EIA) will be embedded into delivery.  |  |  |  |  |
|  |  | Ensure that the targeted outreach approach described in the EIA is built into the mobilisation phase, particularly for residents less likely to engage with services, including Black, Asian and multi- ethnic communities. |  |  | Mobilisation aligns with the model already outlined. |  |

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| <b>Section 08</b>                         | <b>Agreement, publication and monitoring</b>   |
| <b>Senior Managers' sign-off</b>          | Name: Dr Nicola Lang<br>Position: Director of Public Health<br>Email:<br>Telephone No: 07769 199 396<br>Considered at relevant DMT: Y  |
| <b>Key Decision Report (if relevant)</b>  | Date of report to Cabinet/Cabinet Member: 9/12/2024<br>Key equalities issues have been included: Yes   |
| <b>Equalities Advice (where involved)</b> | Name: Yvonne Okiyo<br>Position: Strategic Lead Equity, Diversity and Inclusion<br>Date advice / guidance given: 06.11.24<br>Email: yvonne.okiyo@lbhf.gov.uk<br>Telephone No: 07824 836 012 |